An Analysis

Of The

Managerial Responsibilities of the Farm Home Maker

By C. H. Schopmeyer,
Senior Agriculturist,
Division of Agricultural Instruction,
Office of Cooperative Extension Work

UNITED STATES DEPARTMENT OF AGRICULTURE
Extension Service C.W.Warburton,*Director*
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FOREWORD

The material in this manuscript consists of a detailed analysis of the managerial aspects of home making on the farm. The study is concerned primarily with those functions in home-management procedure that involve the making of choices or determinations when optional situations are confronted. The various situations in which a farm home maker performs managerial functions are indicated.

This study is not concerned with the routine physical practices of home making, such as have already become fixed by continued use, although it is realized that the efficient performance of these functions is essential to a well managed home.

In making this study the author recognized that wide differences exist among farm families in their economic and social status and in the ideals and capacities of different home makers for managing a home. The practices followed by a farm home maker who ranks above the average in these elements have been assumed and used as a guide in determining these activities.

This study is especially directed to home-economics extension work. It should serve a useful purpose among home-management extension specialists and home-economics extension workers in the development of a home-management concept. The analysis should offer many valuable suggestions for the selection of important subject-matter content in the development of a county home-economics extension program.

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CONTENT

INTRODUCTION

Purpose

The content of this circular is the result of a study of home making on the farm. The study was undertaken with an aim of developing something that would be helpful to extension workers in home economics who are responsible for the content of projects embodying the

managerial aspects of farm home making. Guided by this aim, efforts were directed toward indicating the situations in which a farm home maker exercises her essential managerial functions. An analysis of the situations thus revealed is presented here.

Procedure

In this study attention was focused upon the efforts and responsibilities of farm home makers. Inquiries and observations were made concerning the home maker's activities in utilizing her resources for home making expenses and in influencing relationships in the family. Neither the problems in locating a home nor the options in erecting a dwelling were considered.

The individual practices of home makers differ quite widely in the more detailed aspects, due chiefly to differences in the economic and social status of farm families and to differences in the ideals and capacities of home makers. The practices of a group of farm home makers who rank decidedly above the average upon an economic and social status and individual capacity basis are looked upon as representing a standard of excellence which might well be taken by home economics extension workers, as an objective in their efforts to improve farm living. Hence, the position of a farm home maker, who ranks within this upper group, with children of her own to care for was assumed for the purpose of tracing her activities.

A home maker is in a sense a composite person. She has definite responsibilities in her home as a wife, a mother, a housekeeper, and a teacher. In her community she has responsibilities as a citizen. Her duties and responsibilities in her home and her individual participation in com-

munity affairs are interdependent. If the members of the family are to have the greatest opportunity in life, it is highly essential that the citizens of the community unite in their efforts in building up community standards and in maintaining them on a high level. The farm home maker's first responsibility is for the welfare of her family within the household. Due to this interrelation of home life and community life her responsibility does not end here but extends into the community.

Farm home making involves the execution of two classes of functions; first, the execution of physical manipulations in routine housekeeping technique; and second, the making of mental determinations when optional situations are confronted. Much of the home maker's work is done in a routine manner in accordance with practices that have become more or less fixed or habituated by continued use. In these practices a change from the regular way of doing a thing seldom enters the mind of the home maker. Though these fixed ways of executing physical manipulation in housekeeping technique are important from the standpoint of efficient home making, this analysis does not dwell upon them. It deals primarily with the second type of the home maker's functions - the making of mental determinations in optional situations, in so far as they are separable.

The following illustrations of the two types of household work may more clearly show the distinction. A housekeeper of some years experience may have arrived at a definite way of washing windows. She goes about the job in the same manner each time she washes windows, using the same equipment, the same cleaning substance and the same physical manipulations. She may not deem it worth while to study the situation through for the purpose

of learning a better way to wash windows because she is satisfied with the efficiency of her method and continues to follow it. When she has the job of curtaining windows the situation is very different. Here she must exercise her thinking power and make choices. She has optional situations confronting her. She has an option in the types of curtains from which to choose, in the kinds of fabrics suitable for curtains, in whether she will make the curtains herself or buy them ready to hang and in buying the curtains or material. She considers each alternative confronting her in the optional situations and selects among them. It is hardly conceivable that such a job as curtaining windows with new curtains would ever become a fixed practice for the home maker. The latter task is a typical example of a home maker's managerial functions with which this analysis deals.

For achievement in managing a home, one must have in mind ideals in standards of excellence toward which to go. The home maker must make her own plans for operating her home in view of her own situation with regard to the members of her family, her economic and social status and her own ideals and desires concerning standards of excellence for family living. In the end the degree of her managerial attainment will be limited largely by the economic and social influences or resistances she meets and the manner in which she copes with them. From this point of view, a basic fundamental managerial concept may be concisely expressed as follows: <u>an individual's attainment in managing a home results from that individual's voluntary strategy in contending with the challenging resistance she meets in the undertaking</u>.

A good home manager makes thoughtful plans for her work. In some cases these plans will be for immediate ends, while in others they may be for ulterior purposes. She imagines situations or conditions which she hope to realize in the future. She makes her plans accordingly. Her plans are in the nature of a forecast whether the ends are immediate or more remote. Past experiences and happenings are evaluated in the light of the present. There is an alertness to any changes going on or new conditions coming up which may have a bearing on the success or failure of managerial plans. An adroit manager readjusts her plans, if necessary, to meet the development of new or changed conditions. In managing a home both human beings and material things are reckoned with in their relationships. A good home maker uses her best judgment and greatest power of insight in managing her home.

With this interpretation of management as a background, an effort was made to dissociate the home maker's managerial responsibilities into optional situations of such magnitudes as would present a reasonable possibility for thinking through and arriving at fairly precise mental determinations. The optional situations have been designated in this analysis form as an <u>inquiry</u>. An optional situation implies that there is a set of alternatives present from which a selection may be made. A group of possible alternatives has been worked out for each optional situation presented in this report and is listed under a heading <u>alternatives</u>. In each optional situation the home maker confronts, she finds certain facts, conditions or forces exerting a determining influence upon her selection among the alternatives in the group. She should be aware of these, if she is to make a wise choice among the alternatives she faces. Such of these influences which

have been recognized as effective, have been stated in an abstract form and classified as determinant elements in this analytical scheme. Under this classification will be found references to influences such as the home maker's personal ideals of excellence, her past experiences, her observations, her attitudes, certain ideals and capabilities of other members of her family, her own capacity the economic and social statu of the family, applicable data from surveys, investigations and research, and experience others have had in a similar situation. The main divisions and subdivisions of the subject were made largely as a matter of convenience. A clearer understanding of the method of grouping and classification arrangement may be gained by referring to the body of the analysis.

At the outset of this undertaking the life scheme of the assumed farm family was first thought through from the standpoint of the position and responsibilities of the home maker. Her managerial responsibilities were isolated and classified according to the scheme of analysis used. With this classification as a basis, interviews were held with a large number of actual farm home makers who are estimated to rate above the average. The data obtained in these interviews were used in checking up the original analysis for faults or omissions. Interviews were also held with a large number of state extension specialists and field workers in home economics. Many valuable criticisms and suggestions were received in these interviews. The final analysis is essentially an abstract scheme of life of a farm family. Figuratively, it is a blue print of a farm family life scheme in which reality is shown.

Possible Applications

The use made of this analysis will depend largely upon the appreciations developed in the minds of those to whose attention it is directed.

The following are some of the ways in which this analysis may serve:

1. As an aid in developing a fundamental managerial concept applicable in home management work.
2. To show scope and content in the home management phase of home economics.
3. As a basis for developing an extension program for farm women.
4. As a basis for developing all extension projects in home economics.
5. As an aid in coordinating the separate projects of the several specialists in home economics extension work in a state.
6. As a basis for course content in home management college courses.
7. As a background for similar studies of a more specific character.
8. In revealing a need for certain lines of research work which will be of practical value to farm home makers.

AN ANALYSIS OF THE MANAGERIAL RESPONSIBILITIES OF A FARM HOME MAKER

Division I. Budgeting money allotted from the annual income for home making expenses.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Money allotted from the annual family income.	1. What way to increase the annual family income to make available more money for household expenses?	Increase crop yields on the farm Increase returns from livestock. Enlarge certain farm enterprises such as poultry, truck crops or fruits. Add a new enterprise or enterprises to the farming system. Make enterprise substitution. Improve marketing methods. Plan for the farm to supply more of the family food demands. Process food products for sale. Make other articles in the home for sale. Engage in renumerative work away from the farm when farm work is least urgent. Have children of sufficient age and strength work away from the farm during school vacation.	Amount of money which has been available for household expenses in the past. Degree to which the family wants have been satisfied in the past. Urgency of the want for a larger income. Whether extra expenses must be met the coming year? Capacity of the farm family to do more manual labor than has been done in the past without being overtaxed or forced to sacrifice personal development. Productivity of the soil on the farm Estimated profit from increased crop yields. Enterprises suitable for adding to the farming system. Requirements of new enterprises with respect to amount of capital, character of land and amount of labor. Feasibility of enlarging certain farm enterprises such as poultry, truck crops, etc. Advisability of substituting new enterprises.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Money allotted from the annual family income. (continued)			Ways marketing methods for the different farm commodities can be improved resulting in greater profits. Market demands for home processed food products. Market demands for other articles which can be made in the home. Ways of improving the care of livestock on the farm that will result in larger profits. Extent to which the family food demands are supplied by the farm. How the family food supply from the farm can be increased. Farm labor schedule. Opportunity of securing work away from the farm when the farm work is slack. Work away from the farm, children of sufficient age and strength can do for wages. Views of husband in regard to household needs. Attitude of the older children.
	2. What reasonable money allotment to make from the annual family income for the household expense for the coming year in consideration of	Allot from forecasted income based on the income of previous years from the ordinary sources. Allot from forecasted income based upon the income of previous years supplemented by incomes from extra efforts and sacrifices or additional sources	A family income that is reasonably certain. Portion of the family income needed in carrying on the productive operations on the farm. Expenditure required for the needs of the household Expenditure required for comfort.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Money allotted from the annual family income. (continued)	the anticipated needs for the comfort of the family?		Money needs for the household for coming year compared with past year. Other demands for money the coming year. Future needs for money. Source of food supply. Satisfaction to come from an expenditure for the household greater than that required for the absolute needs Opportunities to make more thrifty purchases. Opportunity to make a more thrifty use of articles purchased. Whether the income from the ordinary sources represents the utmost efforts and sacrifices of all members of the household in view of the individual needs for the conservation of health and personal development. Views of the husband. Possibility of the husband's views being changed. Ratio between family expenses and saving.
2. Money allotment for foods.	What amount of money to allot for the purchase of foods during the coming year?	The amount of money to allot for the purchase of the year's supply of foods to range from the amount needed to buy all the food supply to a lesser amount needed to buy only a small portion of foods to supplement those produced on the home farm.	Calcualted total cost of food products purchased during the previous year. Estimated food requirements for the household for the coming year compared with the previous year's consumption. Adaptability of the farm for the

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Money allotment for foods. (continued)			production of food products needed for household use. Estimated cost of canning, preserving, and storing of foods produced on the farm for out of season use. Cost of the same products if purchased on the market. Comparative cost of home produced foods and foods purchased on the markets. Comparative value of canned and preserved foods and fresh foods from the standpoint of palatability, nutrition and health. Adequacy of the storage facilities on the home farm. Physical condition and strength of the home maker. Ability of home maker to grow food products at home and preserve them for out of season use. Help available. Distance from source of production of fresh fruits and vegetables. Availability of the required food products on a convenient market. Opportunity to exchange home products for products not grown at home. Possibility of substituting low priced foods for high priced foods. Comparative returns for labor spent in producing, canning and storing foods at home and the same amount of labor expended in other opportunities for gain.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Allotment for clothing.	1. What money allotment to make for clothing for the family for the year?	The home maker's option here will occur in determining upon an amount of money to allot for the purchase of clothing for the family during the year; the amount to fall within the range from the absolute clothing needs to a liberal supply of clothing.	Amount spent for clothing during the past year. Number and age of the members of the family. Clothing needs with respect to work. Clothing needs of different members of the family with respect to social participation. Clothing needs of each member of the family for the coming year compared with that of the past year in view of the present supply. Extra clothing expense in the event of a new baby. School attendance. Estimated cost of a supply of clothing for the family's necessary needs. Estimated cost of a liberal supply of clothing. Material, quality and style of clothing purchased for the family. Whether clothing is made at home or purchased ready-made. Urgency of the need for money for other purposes. Balance in expenditure that will equalize satisfaction of wants. Community customs with respect to dress. Clothing tastes of the family. Personal satisfaction to be gained by having a liberal supply of good clothes.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Money allotment for improving the dwelling.	(1) How much money to allot for the improvements of the dwelling accommodations?	Allot money:- 1. To remodel. 2. To build addition, or 3. To make minor interior improvements.	Age and state of repair of the building. Whether the house is worth altering in any way. Size of the house. Suitability of the house in its present condition. What the future demands for a dwelling may be. Material used in the construction. Comparative estimated costs of making the different improvements. Whether heating, lighting or water systems are to be installed in the near future. Whether the house in its present state is suitable for the installation of any modern lighting, water or heating system. Money on hand which can be used for improving the dwelling. Amount of money available from the current year's income which can be used in making improvements. Opportunity to secure a loan of money to aid in financing improvements in the dwelling. Urgency of the need for improving the dwelling. (New walls, new floors etc.) Whether new floors will save labor in cleaning. Age and number of members of the family.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Money allotment for improving the dwelling. (continued)			Dwelling needs with respect to the social activities of members of the household. What the husband thinks about the dwelling accommodations. Desires of the older children with respect to the dwelling accommodations. Degree of satisfaction afforded the family by living in a well built, conveniently arranged dwelling of comfortable size.
	2. How much money to allot for installing modern improvements?	The amount of money to allot for installing modern improvements in the dwelling to vary depending upon the completeness of the system and the quality of improvements put in during the year.	Money available for installing modern improvement. Price trends. Amount of the forecasted income for the year. Suitability of the dwelling for the installtion of modern improvements. Urgency of the needs for installing modern equipment. Estimated expense of installing heat, light and water systems. Estimated expense of making a partial installment of modern equipment, completing the system as money becomes available. Labor saving possibilities. Personal satisfaction to come from modern improvements. Influence on health. Opportunity of securing a loan to aid in financing the installation of modern conveniences.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Money allotment for house furnishings and equipment.	1. How much money to allot for furniture, musical instruments and radio?	The amount to allot for furniture and musical instruments will come within a range from nothing to an amount sufficient to buy all the furniture, musical instruments or radio for which there is a well thought out need.	Adequacy of the furniture and musical instruments on hand. Whether the dwelling is to be remodeled or enlarged during the year. Amount of money available for the household expenses for the coming year. Price trends. Urgency of the need for additional furniture, musical instruments or radio in view of the need for other things. Extent of home entertainment. Need for musical instruments. for the musical training of the children. Whether the purchase can be deferred another year. Urgency of the desire of the different members of the family for additional furniture, musical instruments or radio.
	2. How much money to allot for floor covering?	The amount to allot for floor coverings may come within the range from nothing to an amount sufficient to buy all the floor covering for which there is a recognized need.	Condition of floor coverings now in use. Amount of money available for household expenses for the coming year. Whether the dwelling has been enlarged. Urgency of the need for new floor coverings.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Money allotment for house furnishings and equipment. (continued)	3. How much money to allot for bedding and table linen?	The amount to allot for bedding and table linen will come within a range from nothing to an amount sufficient to buy all the bedding and table linen needed during the year.	Inventory and condition of the bedding and table linen on hand and in use. Amount of money available for household expenses during the coming year. Need for extra bedding the coming year in view of the need for other things. Cost of bedding and table linen. Whether the purchase of bedding or table linen can be deferred another year.
	4. How much money to allot for window hangings?	The amount to allot for window hangings will come within a range from nothing to an amount sufficient to buy all window hangings desired.	Invoice and condition of all window hangings on hand. Amount of money available for household expenses. Other household needs. Whether extra window hangings will be needed to harmonize with any changes in wall coverings or room furniture. Expense of new window hangings. Whether new window hangings can be deferred for another year.

Subdivision	Inquiry	Alternatives	Determinant Elements
	5. How much money to allot for equipment? (Articles which may be included here are kitchen utensils, dishes, silver ware, refrigerator, washer, stoves, sweepers, brooms, mops, brushes, etc.)	The amount to allot for equipment will come within a range from nothing to an amount sufficient to buy all the equipment needed.	Inventory and condition of articles of equipment on hand. Pieces of equipment which are obsolete and need replacing with more efficient pieces. Pieces of new equipment which might be added to save time and energy of the home maker. Urgency of the need of new pieces of equipment in view of other things needed. Total expense of new pieces of equipment.
6. Money allotment for housing and operating expense.	1. What amount of money to allot for household operating expenses during the coming year? (Items to consider; fuel, light, water, ice, power, upkeep of the dwelling, telephone, insurance on dwelling, furnishings and equipment, and laundry services secured away from home.	The amount of money to allot for household operating expenses during the year will fall within the range from an amount required to provide for the absolute needs for operating the house in its present state to an estimated amount required for household operation if modern improvements are made or modern equipment provided during the year.	Operating expenses of the household in the past. Prices compared with those of the past year. Operating needs the coming year compared with those of the previous years. Cost of operating needs for the coming year compared with that of the past year. Whether any modern improvements will be made or new equipment will be purchased during the coming year. Whether insurance premium is paid on the installment plan or paid at one time for the period of years for which the policy is to run. Whether a greater amount of insurance is to be carried the coming year. Whether the dwelling needs outside painting, a new roof or extensive repairs during the coming year.

Subdivision	Inquiry	Alternatives	Determinant Elements
6. Money allotment for operating expense. (continued)	2. What money to allot for the purchase of sundry supplies? (Items to include: laundry and cleaning supplies, toilet articles, matches, shoe polish, etc.)	Alternatives in this case occur in the amount of money to allow for buying the amount and quality of the different articles needed.	Number and age of members of the household. Size of house. Whether laundry work is done at home or sent out. Whether the house is equipped with modern improvements. Amount spent for sundry supplies the previous year. Amount needed the coming year compared with that spent during the past year.
	3. What money to allot for bearing the expense of operating and maintaining an automobile for household use and pleasure? (The use of the automobile for business should be charged to the expense of the farm. Items of expense to include; gasoline, oil, repairs and insurance.)	The amount of money allotted for the expense of operating and maintaining an automobile for household use and for pleasure will vary depending upon the extent of its use.	Distance to town or city. Condition of the roads throughout the year. Size and condition of repair of automobile. Age of the different members of the household. Type of farming carried on. Opportunity for pleasure motor trips in view of the urgency of the farm work. Reliability of the farm help during the absence of the family on a motor trip. Socail activities of the family.
	4. What money to allot for hiring household help during the coming year?	The option here will occur to the home maker in determining what amount of money to allot for hiring household help; the amount to range between the	Amount paid for help the past year. The probable needs for help during the coming year compared with the help used during the past year.

Subdivision	Inquiry	Alternatives	Determinant Elements
6. Money allotment for operating expenses. (Continued)		absolute need for help and a liberal supply of it.	Whether older children may be away from home attending school. General health and physical condition of the home maker. Availability of desirable help. Kind of work for which help is desired. Past experience with hired help. Possibility of substituting labor saving equipment for hired labor. Urgency of the need for money for other purposes.
7. Money allotment for education and reading material.	How much money to allot for education and mental improvement? (Items to include schooling, books, magazines, newspapers, agricultural and home making journals, lectures, music training, etc.)	The option confronting the home maker in this inquiry comes in determining upon an amount of money to allot for education and mental improvement, the amount to fall within the limits of a range from that needed for a meager supply of reading material and educational advantages to that needed for a moderate library, and affording educational opportunities for each member of the family.	Urgency of the needs for money in operating the farm and for other household expenses. Limitations of the net income of the family. Public library facilities available. Tastes and desires of the members of the family for reading matter. Cost of texts and material needed for the common and high school. Preparedness of the members of the family for educational training beyond the high school. Cost of the educational training which the different members of the family can profitably pursue. Need for agricultural and home making journals. Cost of newspapers and magazines desired for home reading. Cost of music training in case any is pursued. Cost of books.

Subdivision	Inquiry	Alternatives	Determinant Elements
8. Money allotment for recreation and amusement.	1. How much money to allot for recreation? The following items may be included in this calculation; pleasure trips, picnic trips, camping trips, hunting trips, fishing trips, athletic equipment, visiting trips, toys, swimming, dancing, vacation trips, etc.	The amount to allot for recreation will come within a range from an amount needed for only meager recreational activities by the family to an amount sufficient to satisfy the desire for recreational activities of all members of the family.	Number and age of the members in the family. Recreational opportunities offered in the locality. Cost of entering into community recreational activities. Personal needs of different members of the family for recreation. Recreational activities which make a special appeal to the different members of the family. Estimated cost of any vacation or recreational trips contemplated by members of the family during the coming year.
	2. How much money to allot for amusement? (Items to include here are such as moving picture shows, musical entertainments, amateur plays, other theater shows, phonograph records, sheet music, player, piano rolls, radio repairs, etc.)	The amount to allot for amusements will come within a range from an amount which will supply only meager amusement to an amount sufficient to provide for sufficient amusement to satisfy each member of the family.	Number and age of the members of the family. Amusements offered in the locality. Types of amusement suitable for the different members of the family. Tastes of different members of the family with respect to amusement enjoyed. Kinds of amusement which justify an outlay of money. Opportunities members of the family have for amusement in the nearest city. Number amusement features attended during the year. Cost of radio supplies, sheet music, phonograph records or player piano rolls which may be purchased during the year.

Subdivision	Inquiry	Alternatives	Determinant Elements
9. Money allotment for miscellaneous uses.	1. How much money to allot for the support of religious activities?	The amount to allot for the support of religious activities will come within a range from a meager amount for a local church to a liberal amount for the general activities of the church.	Number in the family. Amount of the family net income. Financial needs of the church. Amount of money needed for the family living expenses. Portion of the income the family feels urged to give for religious causes.
	2. How much money to allot for dues in clubs or other organizations?	The amount of money to allot for dues in clubs or other organizations will come within a range from the amount needed for the dues of a single organization to an amount needed for a number of organizations that will satisfy the desires of the different members of the family.	Number in the family who are interested in affiliating with clubs or other organizations. Aims and activities of the clubs. Advantages of being affiliated with certain organizations. Net income of the family. Amount of the family living expenses.
	3. How much money to set aside for use for gifts, benevolences and health aids? (Such items as the following may be included here:-all gifts, contributions to benevolent causes, doctor bills, nurse bills, medicine, hospital bills, dentist bills, oculist, eyeglasses, etc.)	The amount to set aside for gifts, benevolences and health aids will come within a range from a few dollars to an amount sufficient to cover all possible demands within the three groups of expenditures.	Amount probably needed for unforeseen situations in which gifts will be in order, as graduations, christmas, weddings, etc. Benevolent causes which the community is called upon to support. Physical condition of the members of the family. Possibilities of the birth of a new baby. General health of the different members of the family. Health aid costs during past years. Possibilities of deferring payment

Subdivision	Inquiry	Alternatives	Determinant Elements
9. Money allotment for miscellaneous uses. (continued)			or borrowing money to pay for a large or costly amount of health aid service which may be required, making it unnecessary to allot sufficient money in advance for the purpose.
	4. How much money to allot for payments on any debts incurred by household expenses including interest?	The amount to allot for the payment of any debt incurred by household expenses will come within a range from an amount needed to make a small payment in addition to the interest, to an amount necessary to pay the interest due and the whole debt.	The net family income. Amount of interest on any debts. Amount needed for the absolute household need the coming year. Urgency of other needs for money. Amount of the debt. Date of maturity of debt. Demands of the creditor or creditors.
	5. How much money to allot for allowances to the children for miscellaneous uses?	The amount to allot for allowances to children will come within a range from an amount needed for a meager allowance to each child to an amount needed for a liberal allowance to each child.	Amount of the family net income. Amount of the absolute household expenses. Number and age of the children. Whether the children earn any money for themselves. Items the allowance is aimed to cover. Desires of children with respect to the allowance. What the children's associates have to spend. What influence the mother can exert on developing wise spending habits in the children. Opportunity to teach wise spending habits and thrift.

Division II. Foods for the household.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of food supply.	1. What food products to supply the family?	Provide food products which simply satisfy hunger. Provide food products which will give a properly balanced diet and be agreeably palatable.	Characteristics of food products, both physical and chemical. Foods of similar characteristics which make substitution in a menu possible. Food substances required in the household, considering the need of each member in the household. Food habits and prejudices of the different members of the family.
	2. What vegetables to grow at home?	Grow at home all vegetables consumed fresh during the growing season, buying the out of season supply either fresh or canned. Grow at home practically all the vegetables consumed at home during the year, using fresh vegetables in season and canning, preserving and storing a supply for out of season use. Grow such vegetables at home as succeed in the locality; canning, preserving and storing a supply for out of season use and buy such vegetables either fresh or canned as are need to supplement the home supply.	Vegetables which can be successfully grown on the home farm. Quality of fresh vegetables grown at home compared with vegetables purchased on the market. Time available for growing vegetables for home use. Physical strength of home maker. Returns obtainable from growing the vegetables at home compared with the returns from other work. Time available for canning a supply of vegetables for out of season use. Opportunity to do other work from which greater returns may be secured. Availability of help. Ability and desire of home maker to can vegetables. Quality of canned vegetables produced at home compared with those which can be purchased on the market.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of food supply. (continued)			Opportunity to sell or exchange home processed vegetables for those which are not produced in sufficient quantity for the home supply. Suitability of storage conditions at home for storing vegetables both in the fresh and canned state.
	3. What fruits to grow at home?	Grow fruits at home for the fresh fruit supply and buy fruits for the out of season needs. Grow fruits to supply the home needs for fresh fruit and for canning, preserving and storing a supply sufficient for out of season needs. Grow such fruits as are adapted to the locality for a supply of fresh fruits in the home and for canning, preserving and storing for out of season use and buy any fruit needed to supplement the home supply.	Amount of fruit needed for the year. Tastes of the family for fruits. Adaptability of the farm for growing a supply of fruit for home use. Suitability of storage conditions on the farm. Fruits which will do well in the locality. Returns from land devoted to fruit raising compared with returns obtainable if devoted to some other crop. Time required to bring plants to bearing. Returns from capital and labor devoted to producing fruit for home use compared with that for time devoted to other work. Cost of fruits grown and canned at home compared with the cost of the same amount bought on the market. Physical strength of the home maker. Availability of help for growing and canning fruit.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of food supply. (Continued)	4. What meats for home consumption to produce on the home farm?	Produce pork on the home farm for use only in cool seasons and buy a supply of meat for use in other seasons. Produce pork on the home farm for a fresh supply and for a supply of cured pork. Buy any other meat - beef or mutton needed to supplement the pork supply. Produce meat - pork, beef, mutton-on the farm for the home needs. Cure and can a supply of meat to last throughout the year.	Meat requirements of the family. Tastes of the family for the different kinds of meat. Kind of meats suited to different members of the family depending upon their physical condition. Amount of poultry and eggs used by the family during the year. Amount of dairy products used, especially cheese. Amount of fish consumed during the year. Nutritive value of cured or canned meats compared with fresh meats. Palatability of cured or canned meats compared with fresh meats. Advantages in a variety of meats. Kind and amount of feed produced on the farm. Adaptability of the home farm for producing meat of different kinds. Difficulty in keeping cured meats due to climatic conditions of the locality. Curing processes for pork which will be successful under the climatic conditions of the locality. Help available for preparing meat on the farm for home use. Opportunity to purchase fresh or cured meats of suitable quality on the market. Cost of meats produced and cured on the home farm compared with cost of purchased meat.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of food supply. (continued.)			Returns from labor spent in growing and curing meat on the farm compared with the same amount of labor spent at other productive work.
	5. What plans to make for the household needs for dairy products?	Buy the dairy products needed. Keep cows enough to supply the household needs for milk, cream, and butter throughout the year, making the butter on the farm. Secure the supply of whole milk cream and butter from the dairy herd either making the butter at home or secure it in exchange for the milk or butterfat sold.	Size of the farm. Type of farming carried on. Number of cows kept. Facilities for keeping cows. Labor available for taking care of the cows and handling the products. Amount of dairy products needed. Opoortunity to buy dairy products in the locality. Form in which dairy products are marketed.
	6. What plans to make for producing a supply of poultry and eggs for home consumption?	Produce poultry and eggs for only a seasonal supply. Produce poultry and eggs to supply the year round needs of the household.	Extent to which poultry is produced on the farm. Whether local conditions are satisfactory for poultry production. Facilities on the farm for poultry production. Opportunity to improve facilities for growing poultry. Size of flock which can be cared for. Household needs for poultry meat throughout the year in view of other meats used. Household needs for eggs throughout the year. Time available for caring for poultry. Strength of the homemaker for work with poultry. Availability of help for poultry work.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of the food supply. (continued)	7. Where to buy food products needed to supplement those produced at home?	Local producer. Local stores. Larger city markets. Buy through cooperative organizations.	Kind and amount of products needed. Variety and quality of products carried by local stores. Whether the markets in larger near by cities offer any advantages. Opportunity to buy through a cooperative organization. Stores which carry a supply of special products desired. Differences in price of products on the markets, in view of the differences in quality.
	8. What selection to make when buying food products? (Such products as fresh fruits, vegetables and meats, cured or canned meats, canned foods of all kinds, cereal products, tea, coffee, sugar, spices, flavoring substances, baked products, etc.)	Selections of food products will be made within the limits of ranges in quality, in variety, in state, in color, in size, in grade, in package, in brand or trade name and in price.	Kind of product to be purchased. Characteristics of a particular product upon which its value is based. Whether the original quality of a product has deteriorated. State of a product which needs further processing or preparation to make ready for serving on the table. Time available for preparation. Sanitation of the conditions under which products have been kept in the store. What appearance of the product adds to its food value. How products differ in this respect. What the kind of package adds to the convenience of handling in the home. Storage facilities in the home for keeping the different products purchased.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Sources of the food supply. (continued.)			What the indications of quality are in different products. Where and how can the quality of the product be tested. What influence the variety, color, size and grade have upon the food value of the different food products. Dependableness of a brand on trade name of product. Price of product in terms of value.
2. Meal plans for the household.	1. What meal planning schedule to develop?	Plans for one meal. Meal plans for one day. Meal plans for one week. Meal plans for a season. Meal plans for a year.	Sources of the supply of foods or food substances. Whether food products are grown at home or purchased. Constancy of the supply of a given food or of food substances. Season of the year. Variation of the food demands of different members of the household, depending upon the kind and amount of work performed. Flexibility of the meal scheme. Degree to which conditions in the household adhere to the normal. Whether children go to school and carry their noon lunches. Forecasts on prices, food supply and food needs. Distance from the market. Amount of work required for preparing the foods used in the plan. Possible interruption in the schedule of household duties. Whether meals must be furnished farm help.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Meal plans for the household. (continued.)			Whether hired help is served at the family table.
	2. What foods to use in making meal plans?	Foods which simply satisfy food habits and tastes. Foods which will supply variety, be palatable and supply body needs.	Food requirements of different members of the family. Seasonal supply of foods. Amount of food needed for a meal for the family. Tastes of the family. Proportions of foods making a meal. Supply of hone canned, dried or stored foods or food substances. Availability of foods which are similar in composition, palatability, and digestibility, making substitutions possible. Foods which can be easily and quickly prepared when there is a lack of time. Constancy of the attention foods need during the process of cooking. Work required in preparing foods for the table. Comparative cost of home grown foods and purchased foods. Comparative quality of fresh, canned, dried, preserved or stored food products. Comparative food value of fresh, canned, dried, preserved or stored food products. Cost of home produced meat compared with purchased fresh meats. Cost of meals.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Meal plans for the household. (continued.)	3. What meal plans to make when extra hired help is employed in the event employees eat at the family table?	Plans for one meal. Meal plans for one day. Meal plans for the period during which the help is employed.	Number of persons employed. Previous preparation of foods. Kind of work being done. Season of the year. Regular meal plans for the household. Food needs of the family. Cost of the meals served when the extra help is employed. Household help available. Food habits and tastes of the help.
	4. What kind of meal to prepare for the household on special days as; Sunday, holidays, anniversaries, birthdays, etc.?	Serve the same kind of meal as served on other days of the week. Add a few delicacies to the ordinary meal served on other days of the week. Prepare and serve a special meal with delicacies added to suit tastes of members of the household.	Season of the year. Number of persons in the household. Age of the persons in the household. Pressure of other work. Amount of preparation which can be previously made. Whether the preparation will be burdensome to the home maker. Physical strength of the home maker. Participation in religious or social activities on Sunday. Significance of the holiday or anniversary to the household. Emotional influence of the meal. Family customs with respect to the observances of holidays, anniversaries, birthdays, etc.
	5. Kind of meal to prepare for guests?	Meal regularly served the family. Meal regularly served the family with few delicacies added. More elaborate meal including delicacies.	Season of the year. Familiarity with the tastes of the guests. Number of the guests. Intimacy of the guests. Purpose of the meal.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Meals plans for the household. (continued.)			Amount of time which can be used in preparing the meal. Cost of the meal for the guests. Amount of money which can be spared for the meal. Manner in which the meal will be served. The occasion for entertaining the guests at a meal. Opportunity the home maker will have to enjoy the guests. Help the home maker has for preparing the meal.
	6. What foods to serve sick persons?	Foods served for the regular meal. Special foods given special preparation in accordance with the needs of the patient.	Nature of the illness. Tastes of the sick persons. Age of ill person. Recommendation of the attending physician. Form in which food is served. Availability of food products.
	7. What disposition to make of left overs?	Discard as garbage Save for serving at a later meal. Save to be combined with other foods and served at a later meal.	Amount of left overs. Kind of food left over. Keeping qualities of the food. Adequacy of the home facilities for keeping perishable foods. Value of the left over for combining with other foods to make a new dish. Use as feed for farm animals.
3. Preparation of foods.	1. What preliminary processes in the preparation of foods to do in the kitchen?	Cleaning Paring. Cutting. Picking.	Kind of product. Form of product. Processes required to prepare the product.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Preparation of foods. (continued.)	(Preparation to include fruits, vegetables, meats, poultry, fish, etc.)	Drawing. Scaling.	Further processing required. Household facilities for partly preparing the food products outside of the kitchen. Season of the year. Convenience in washing, cleaning and paring food products outside the kitchen. Size of kitchen. Comfort in preparing food outside. Suitability of the kitchen equipment for preparing food products. Amount of the product to be prepared.
	2. What cooking processes to use in the kitchen?	Bake. Boil. Broil. Fry. Roast. Steam. Stew.	Kind of product. State of product. Quality of product. Food habits and tastes of the members of the family. Utensils on hand. Kind of stove used. Time available for preparing the food products. Attention the products require during the cooking process. Changes produced in the product under the different cooking processes. Influence of the cooking processes on the food value of the different products. Skill of home maker in preparing food products by the different cooking processes.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Processing food substances in quantities at home?	1. What canning of vegetables to do at home?	Can enough vegetables to supply the needs of the household. Can vegetables to supplement a supply from other sources.	Tastes of the members of the family. Source of vegetables. Kind of vegetables grown at home which are suitable for canning. Amount of vegetables needed to supply the household. Home facilities for canning of vegetables. Urgency of other work at the time the vegetables are ready to can. Work required to can. Skill of the home maker for canning vegetables. Opportunity to obtain instruction on canning of vegetables. Cost of canning vegetables at home. Price of canned vegetables on the market. Price of fresh vegetables on the market. Return from labor spent in canning vegetables compared with that received from the same amount of labor spent at other jobs. Home facilities for storing fresh vegetables. Storage facilities in the home for storing canned vegetables. Quality of home canned vegetables compared with commercially canned vegetables.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Processing food substances in quantities at home? (continued)	2. What drying of vegetables to do at home?	Dry only a small amount of vegetables which are adapted for drying. Dry a sufficient quantity of vegetables to supply the household needs.	Desirability of dried vegetables as food. Value of dried vegetables compared with fresh or canned vegetables. Facilities for drying vegetables. Tastes and food habits of the members of the family. Kind of vegetables which will make desirable foods after being dried. Storage facilities. Kind of vegetables grown.
	3. What canning of fruits to do at home?	Can a supply of fruits of different kinds which satisfy the need of the household for use when a home supply of fresh fruits are not available. Can a supply of fruits which may supplement other fruits needed in the household.	Kinds of fruits grown at home. Source of a supply of fruits. Amount of canned fruits needed to supply the demands of the household. Tastes of the different members of the household, with respect to fresh fruits. Quality of home canned fruits compared with canned fruits on the market. Home facilities for canning fruits. Cost of putting up canned fruit at home. Skill of home maker for canning fruits. Return from labor spent in canning fruits compared with that secured from the same amount of labor spent at other work. Price of canned fruits on the market. Urgency of other work in the home. Facilities for storing canned fruits at home. Quantity of fresh fruit stored at home.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Processing food substances in quantities at home. (continued.)	4. What drying of fruits to do at home?	Dry small amount of fruits which are adapted to drying. Dry a sufficient quantity of fruits to satisfy the home needs for such fruits.	Kind of fruit grown. Facilities for drying. Tastes and food habits of the family. Desirability of dried fruits compared with fresh or canned fruits. Other forms of fruits available. Local climatic conditions.
	5. What curing of meat to do at home?	Cure meat to supply the demands of the household throughout the year. Cure meat to only partially supply the household requirements for the year.	Amount of meat needed for the household. Kind of meat produced on the farm. Curing processes which are practical under the farm conditions. Help available for curing meat. Amount of meat processed in other ways. Tastes of the different members of the household for cured meats. Opportunity to get fresh meat on the market throughout the year. Facilities for curing meat on the farm. Facilities for storing meat on the farm. Success in the past with curing meat. Possibility of improving the process. Quality of meat cured on the farm. Cost of curing meat on the farm. Cost of an equal amount of meat purchased on the market. Labor returns from curing meat compared with returns from other work on the farm. Opportunity to have meat cured at local butcher shop.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Processing food substances in quantities at home. (continued.)	6. What canning of meat to do at home?	Can meat to supplement a partial supply of other forms of meat. Can meat to make possible a variety in the meat foods.	Adequacy of the meat supply from other sources. Tastes of members of the family for meats. Meats which are suitable for canning. Desirability of having meat in a variety of forms. Quality of canned meats. Costs of meats canned at home compared with the cost of other kinds of meat. Facilities for canning meats at home. Skill in canning meats. Past success in canning meats. Opportunity to obtain instruction in the best methods for canning meat.
5. Serving meals.	1. What room to use for serving meals?	Breakfast room. Kitchen. Dining room. Other places.	Meal being served. Number of persons to be served. What the room lends to the enjoyment and satisfaction of persons at the meal. Room arrangement in the house. Size of the kitchen. Size of other available rooms. Location of dining furniture. Saving of time and labor. Season of the year.
	2. What article of table service to use?	Articles used in serving a meal may range from the bare necessities to the articles which will serve the meal in an attractive manner.	Meal being served. Room in which the meal is being served. Kind and size of table. Persons to be served.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Serving meals. (continued.)			Manner in which foods are served. Kind and number of table service articles on hand. Time available for serving the meal. Opportunity to save labor in the use of table service articles. What the table service articles lend to the enjoyment and satisfaction of the meal.
	3. What social spirit to encourage at the meal?	The table etiquette may range from the condition when all persons at the table rush through with the meal, giving little heed to others, to the condition when each person takes ample time for the meal, mindful of the comfort of others and contributing a share for a genial wholesome spirit of all during the meal.	Persons at the table. Age and health of the persons at the table. Meal being served. Rush of work. Time available for the meal. Influence manner of eating may have on digestion and health. Attention children at the table need. Opportunity to train children. Emotional nature of the members of the household. Geniality of the persons at the table. Resourcefullness of the head of the household. Subjects which are of common interest to all persons at the table. Current subjects of vital interest.

Division III. Clothing for the family.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing.	1. What garments or articles in a layette to make at home? (Articles to be considered here are all those needed for a complete layette, including clothing and bedding.)	The alternatives here will fall between the limits of the range from making nothing to the making up of a complete layette.	Difficulty involved in making of the garments. Skill of the home maker. Health of the prospective mother. Time available for making garments. Garments which can be made in the time available. Help available for the household work. Comparative cost of garments in the layette made at home and garments purchased ready made. Garments which can be more conveniently purchased ready made.
	2. What dresses to make for the girls?	Make all of a class of dresses as school dresses. Make only a few dresses of a class. Make all of the dresses.	Age of girls in the family. Number of girls in the family. Cost of ready made dresses. Cost of similar dresses made at home. Time available for making dresses. Urgency of other duties in the household. Returns from time spent at making dresses compared with time spent at other work. Sewing equipment on hand. Difficulty in making dresses. Skill of home maker for making clothing. Opportunity of home maker for gaining sewing skill. Comparison in appearance of homemade dresses with ready-made dresses.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)	3. What under clothing to make for the girls?	Making of the under garments for the girls to range from the making of all the garments to making only a few of the simpler ones.	Age of the girls in the family. Number of girls in the family. Difficulties in the making of the various types of under garments. Comparative cost of ready made and home made under garments. Skill of the home maker in making clothes. Urgency of other work in household. Time available for making clothes. Other clothes made.
	4. What coats and wraps to make for the girls?	Making of wraps and coats to range from making all to making only a few.	Age of the girls in the family. Number of girls in the family. Time of the home maker for making coats and wraps. Skill of the home maker for making coats and wraps. Difficulties in making wraps or coats. Opportunity of the home maker to acquire more skill. Appearance and cost of home made wraps or coats compared with ready made clothing. Materials available. Opportunity to utilize good material from coats of other members of family which are out of date or worn in places. Other clothes made at home.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)	5. What sleeping garments to make for the boys and girls?	Making of sleeping garments to range from making all to making only a few.	Age of the boys and girls in the family. Number of boys and girls. Time of the home maker for making sleeping garments. Comparative cost of sleeping garments made at home and those purchased ready made. Other clothes made.
	6. What house dresses to make for self?	Making of house dresses to range from making all to making only a few.	Time available. Urgency of other household duties. Comparative cost of home made and ready made house dresses. Other clothes made at home.
	7. What "dress up" dresses to make for self?	Making of "dress up" dresses for self to range from making all of to making none.	Time available. Urgency of other work. Sewing equipment on hand. Difficulties encountered in making dresses for one's self. Style of dress desired. Knowledge on latest styles. Skill in making dresses. Opportunity to acquire more skill in sewing. Availability of suitable dress patterns. Appearance of home made dresses compared with ready made dresses. Comparative cost of home made dresses and ready made dresses. Returns from time spent at making dresses compared with time spent at other work. Satisfaction in wearing home made dresses.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)			Other sewing done at home.
	8. What under garments to make for one's self?	Making of under garments to range from making of all under garments to the making of none.	Time available for sewing. Other garments made at home. Urgency of other househol duties. Complexity of construction. Difficulties in making one's own clothes. Sewing skill of the home maker. Comparison of the cost of ready made under garments and home made garments.
	9. What coats and wraps to make for one's self.	Making of coats and wraps to range from the making of all coats and wraps to the making of none.	Difficulty in making coats and wraps. Time available for making coats and wraps. Skill for making coats and wraps. Whether the home maker can acquire more skill for making coats and wraps. Sewing equipment on hand. Opportunity to purchase the necessary equipment. Appearance of home made coats and wraps in comparison with ready made coats and wraps. Comparative cost of ready made coats and wraps and home made coats and wraps. Whether home made coats or wraps will give satisfaction to the wearer.
	10. What hats to make for one's self?	Making of hats for one's self to range from the making of all hats to the making of none.	Difficulty encountered in making hats. Skill of the home maker for making hats. Satisfaction the home maker gets from making hats.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)			Opportunity the home maker has of acquiring more skill for hat making. Knowledge of hat styles. Time available for making hats. Other articles of wearing apparel made at home. Appearance of home made hats compared with ready made hats. Satisfaction derived from wearing a home made hat compared with wearing a ready made hat. Comparative cost of home made hats and ready made hats.
	11. What outer working clothing to make for the boys and men?	The making of outer work garments to range from only a few pieces to all shirts and overalls needed.	Availability of time for making of shirts and overalls. Other garments made at home. Difficulty in making shirts and in making overalls. Skill of the housewife in making men's clothing. Appearance of home made work garments. Durability of shirts and overalls made at home compared with ready made garments. Comparative cost of ready made overalls and shirts and home made shirts and overalls. Returns from time spent at making shirts and overalls compared with the same time spent at some other work in the household.
	12. What sleeping garments to make for the older boys and men?	The making of sleeping garments for the boys and men to range from only a few pieces to all the sleeping garments needed	Time available for making sleeping garments. Cost of sleeping garments made at home compared with those purchased

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)		for both winter and summer wear.	ready made in terms of durability. Returns from time spent making the garments compared with returns from other work which might be done instead. Skill of the housekeeper.
	13. What materials to buy for making clothing for different members of the household?	The selection of the materials for making the various garments for different members of the household should be made within the limits of ranges in fabric, in weave, in weight, in color, in price, in fashion, in design and in width.	Garments for which the material is to be purchased. Style, design and fashion of the garment to be made. Persons for whom the garments are to be made. Weave, color, fiber and weight in the textile. Ability of home maker to judge quality in fabrics. Characteristics of the fabrics as to durability, appearance, susceptibility to laundering and adaptability for a particular garment. Conditions under which the garments are to be worn. Textiles which will retain a good appearance under wearing conditions. Opportunity home maker has to learn the indications of quality in textiles. Community custom with respect to the textiles used for making outer garments. Material for which findings can be obtained which will harmonize. Price of textiles in terms of value.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Making clothing. (continued.)	14. What findings to buy for garments?	The selection of findings for making a garment should be made within the limits of ranges in type, in color, in material, in size, in number, and in price.	Garment to be made. Kind of textile used in making the garment. Need of finding articles. Size of article. Number of findings needed. Material used in construction of the article. Type or construction of the article which is suitable for the purpose. Price in terms of value. Use made of commodity.
2. Buying clothing.	1. What garments or articles in a layette to buy? (The articles to be considered here are all those needed for a complete layette, including clothing and bedding.)	The alternatives here will fall within the limits of ranges in number, in kind, in fabrics, in color, in weight, in style, in quality and in price.	Number of pieces made at home. Kinds of articles needed for a complete layette. Number of each article needed in view of the changes necessary for cleanliness. Warmth needed in the garments. Fabrics and weight in the material which will give suitable protection for the infant. Climatic condition of the locality. Season of the year. Temperature of the house. Importance of simplicity in construction. Workmanship in the garments. Color most suitable for each piece. Tastes of the mother with regard to clothing. Cost of layette in terms of quality.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued)	2. What ready to wear clothing to buy for the children's every day wear in summer? (Articles of clothing to consider here are outer garments, under garments, head coverings, shoes and stockings.)	The option confronting the home maker here comes in an opportunity to buy all articles of children's wearing apparel for every day wear within the limits of the ranges in price, in fabric, in weight, in quality, in number, in type, in size and in style.	Climate of the locality. Type and style of garments suitable for every day summer wear. Durability of the different kinds of material from which summer clothing for children are made. Age of children for which clothing is to be selected. Quality of sewing and tailoring in the garment. Size of garment which will properly fit. Conditions prevailing in the places where the children play. Garments which will give ample body protection. Cost of the different materials in terms of durability. Style of garments. Ease with which the different kinds of material may be laundered, and kept in good condition. Whether the garment is suitable for the child to dress or undress itself. Price of garment in terms of its value. Children's need for shoes in summer. Type of children's shoes suitable for summer wear. Suitability of the different type of shoes for summer wear. Size of shoes which will properly fit. Price of the different kinds of shoes in terms of durability.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Need for stockings in summer. Kind of stockings suitable for every day wear. Value of a variety of clothing for summer wear of children in giving satisfaction in maintaining a better appearance. Price of stockings in terms of value.
	3. What ready to wear garments to buy for the children for school wear? (The articles of clothing which may be considered here are outer garments, under garments, coats, rain coats, wraps, head wear shoes, overshoes, stockings, gloves, accessories, etc.)	The option confronting the home maker here comes in an opportunity to buy all articles of wearing apparel for the children (boys and girls) for school wear within the limits of the ranges in number, in quality, in material, in weight, in type, in style, in fashion, in size, and in price.	Kind of textile suitable for school clothing to be worn during the different seasons (coats, dresses and hats.) Durability of material suitable for school clothing. Garments which will not soil easily. How easily the clothing of different textiles can be laundered. Styles and colors of outer clothing suitable for school wear. Age of the children, boys or girls. Garments which will give ample body protection. Number of each garment needed for each child. What other children wear. Likes and dislikes of the individual children. Influence of the mother with respect to developing likes and dislikes in clothing. Extent to which the child is allowed to exercise its ideas in the choice of a garment. Number of outer garments needed for each child.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Comparative price of outer clothing of the different grades of materials and styles. Fashion of garment. Materials and grades of under clothing suitable for school wear. Comparative cost of under clothing of different materials and grades of materials. Type and style of under clothing suitable for children's school wear. Durability of the various grades of the different material used in making under clothing. Weight of under clothing needed for school wear during the different seasons. Character of the weave or knitting in the undergarment. Size of garments which will fit neatly and comfortably. Garments the older children have out grown which are suitable for smaller children. Number of the different undergarments needed for each child going to school. Materials, colors, grades, weight and style of stockings suitable for school wear. Durability of the stockings of different grades of materials. Number of pairs of stockings needed. Materials, type, style, color and grade of head covering suitable for school wear. Number of pieces of head wear needed.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Style, material, color and grade of foot wear suitable for school wear. Number of pairs of shoes and overshoes needed. Brand or makes of children's wearing apparel known to give satisfaction. What the local stores keep in stock in the line of children's clothing. Mode of travel to school. Condition of route which must be traveled to school. Weather conditions. Relation of the articles of wearing apparel to the health and comfort of school children. Temperature condition of schoolroom. Satisfaction gained from having the children well dressed. Balance of cost and satisfaction in the manner of dressing school children. Price of garments in terms of value.
	4. What ready to wear garments to buy for the children for "dress up" wear? (The garments considered here are under garments, outer garments, coats and wraps, suits, head wear, gloves, shoes and stockings, over-	The option confronting the home maker here, comes in the opportunity to buy all articles of wearing apparel for the children (boys or girls, or boys and girls) within the limits of the ranges in price, in number, in quality, in material, in type, in style, in fashion, in color, and in size.	The determinant elements to consider for this inquiry will be similar to those for selecting wearing apparel for school wear.

Subdivision	Inquiry	Alternatives	Determinant Elements.
2. Buying clothing. (continued.)	shoes, and accessories.)		
	5. What ready to wear garments to buy for everyday home wear for self (home maker)? (All garments for every day wear are considered here)	The option confronting the home maker here, comes in the opportunity to buy all articles of wearing apparel for self for every day home wear within the limits of the ranges in number, in quality, in material, in weight, in type, in style, in size, in color and in price.	Whether any dresses are made at home. Characteristics of materials in garments suitable for every day home wear. Dress materials suitable for wear when at the different household tasks. Style of dresses suitable for wear when engaged in the different household tasks. Material and style of aprons to provide for wear when at the household tasks. Workamnship in ready made dresses. Comparative prices of dresses and aprons in view of the quality and style. Dress requirements depending upon the seasons. Whether the dress becomes easily soiled. Ease of laundering. Number of dresses and aprons needed. Dresses kept at local stores. Dresses which contribute to a satisfactory appearance. Influence of the housewife(s appearance on others in the household. Personal satisfaction in appearing neatly and becomingly dressed. Brand or trade name of dress. Type of under garment suited for

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			wear when engaged in the daily household tasks. Style and weight of under garments appropriate for every day wear during the different seasons. Whether the home maker has outside work to do. Grades of the different pieces of under garments suitable for every day wear. Fabrics used in the different pieces of under garments. Character of weave or knitting in the garment. Elasticity of the knitted garments. Kind of trimming. Type of seams. Workmanship in garment. Ease of laundering. Influence of under garments on comfort and health of the individual. Size of garment which will neatly and comfortably fit. Materials, colors, weight and grades of hose suitable for every day wear. Character of knitting in the hose. Number of pairs of hose needed. Brand or trade name of hose. Price in terms of value. Kind of foot wear, shoes, rubbers, overshoes, etc., suitable for every day wear. Kinds of material which make shoes suitable for every day wear. Weight of shoes. Workamnship in foot wear.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Effect of the fit and style of shoes on comfort and health of the individual. Foot wear needed to give ample protection for the feet during the different seasons for every day wear. Manufacturer, brand or trade name of shoes or other foot wear. Kind of wraps or coats needed for every day wear. Adequacy for every day wear of wraps and coats which have become unfit for "dress-up" wear. Quality and style of wraps and coats suited for every day for outside work. Ease with which wraps or coats may be kept clean or cleaned. Kind and quality of head covering for every day outdoor wear, during the different seasons. Kind and quality of gloves or mittens suited for outdoor work. Price of garments in terms of value.
	6. What ready to wear dresses to buy for "dress up" wear for self?	The option confronting the home maker here comes in the opportunity to buy all dresses for self for "dress up" wear within the limits of the ranges in price, in number, in material, in weight of material, in quality, in style, in design, in fashion and in color.	Amount of money available for the purchase of clothing for self. Number of dresses made at home. Occasions for which the housewife must "dress up." Dresses appropriate for wear on the different occasions. Dress which will be satisfying to the home maker when worn on the different occasions.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Husband's tastes with respect to ladies dress. Materials and colors which are suitable for dresses for wear during the various seasons. Weight of material used in the dress. Kind of trimmings. Colors and style which blend with the individual's complexion and type. Age of the home maker. Quality and grades of material suitable for dresses. Desirability of the fashion in a dress. Styles and lines in dresses becoming to the personal characteristics of the individual. Physical comfort secured form the style in a dress. Dresses which will harmonize in an outfit. Knowledge of home maker of styles and fashions. Knowledge of the home maker of the lines, colors, styles and fashions best suited to her complexion, type, body form, posture and general personality. Opportunities to become properly informed on styles and fashions in dresses best suited to the individual. Price of dresses which are suitable for wear on "dress up" occasions. Number of dresses needed at one time. Number of dresses needed during the year to scale up the wardrobe.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			How easily the dress may become soiled Ease of caring for the dress - pressing, cleaning, etc. Makers, brands or trade names of dresses, which are known to give satisfaction. Workmanship in the dress. Experience of friends or relatives. Personal satisfaction derived from being appropriately and becomingly dressed. Disposition made of dresses of a style no longer acceptable or of dresses that can not be used to make up an outfit that will harmonize
	7. What ready to wear under clothing to buy for "dress up" wear for self? (Such garments as union suits, combination suits, step-ins, vests, bloomers, corsets corselettes, brassieres, slips, etc.)	Select all pieces of under clothing for self for "dress up" wear within the limits of the ranges in price, in number, in material, in quality, in type, in style, in size, in design, and in color.	Money available for the purchase of under clothing. Type of under garment which is conducive to comfort and health and appropriate for wearing with the supply of dresses. Age of the home maker. Types of the different pices of under clothing which are suitable for wearing together. Textiles suitable for the different pieces of underclothing for wear during the different seasons of the year. Climate of the locality. Character of weave or knitting in undergarments. Elasticity of garment. Undergarments which meet any special requirements of the individual.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Ease with which the different pieces of underclothing can be laundered. Size of ready made garments which will fit neatly and comfortably. Kind of trimming the garment has. Manufacturers, trade names or brands of garments, which have given satisfaction. Colors of garments suited for wear with different dresses. Workamnship in the garment. Construction of closings in the garments. Price of the different grades of garments in terms of value. Satisfaction derived from wearing under garments of good quality well fitted. Style and design of under garments suitable for wear during the different seasons. Kind of under garments sold by the local stores. Number of each under garment needed.
	8. What hosiery to buy for "dress up" wear?	All hose for "dress up" wear for self to be purchased within the limits of the ranges in fabric, in weight, in quality, in price, in color, in style, in number and in size.	Money available for the purchase of hose. Age of the home maker. Fabric in hose suitable for "dress up" wear (tops, heels, toes). Quality and appearance of hose suitable for "dress up" wear. What other women wear. Character, evenness and closeness of knitting in hose.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Shape or fashion of hose. Hose suitable for wear during the different seasons. Warmth of hose. Desirability of a particular brand of hose. Satisfaction certain brands or makes of hose have given in the past. Experience of friends and relatives with brands of hose. Number of pairs of hose needed for "dress up" wear. Size of hose which will fit properly in view of comfort and durability. Need for different colored hose to harmonize in the outfit. Price of different grades of hose in terms of value.
	9. What shoes to buy for "dress up" wear?	All shoes for "dress up" wear to be selected within the limits of the ranges in design, in style, in material, in weight, in quality, in color, in size, and in price.	Conditions under which the shoes are to be worn. Styles of shoes which are attractive in appearance, comfortable and suitable for wear during the different seasons. Costume with which the shoes will be worn. Color of shoes which will harmonize with the outfit worn. Material from which the shoes are made. Ease of care (cleaning and polishing) Size, weight and shape of shoes which will give comfort and good appearance. Quality of workmanship in shoes.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Durability of shoes of a particular company or brand. Experience in the past with brands of shoes. Experience of friends. Price of shoes in terms of value. Style, quality, color and price of overshoes and rubbers suitable for wear under the various conditions.
	10. What ready to wear coats, suits and wraps to buy for "dress up" wear for self?	The selection of suits, coats, wraps for "dress up" wear for self will be made within the limits of the ranges in design, in style, in fashion, in material, in color, in weight, in quality, in size, in number and in price.	Money available for coats, suits and wraps. Clothing expenditure of home maker which will be in keeping with the expenditure for other members of the family. Expenditure which will maintain a balance in the distribution of available money. Condition of the coats, suits or wraps in the wardrobe. Weather conditions of the locality. Age of the home maker. Materials in coats, suits and wraps suitable for the conditions under which they are to be worn. Whether any suits, wraps or coats are made at home. Trimmings used. Kind of fur used as trimmings on coats. Whether the garment will harmonize when worn with other garments on hand. Whether a new coat will look well worn with old dresses.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Whether the old coat will do until new dresses can be purchased. Advisability of altering or repairing old coats or wraps. Prevailing styles. Whether the style is extreme or conservative. Garment which will give general service. Size which is needed for comfort and good appearance. Number of coats, wraps or suits needed. Price in terms of value.
	11. What hats to buy for self?	The selection of hats should be made within the limits of the ranges in color, in shape, in material, in weight, in head size, in design, in fashion, in lines, in type, in quality, in number and in price.	Money available for buying hats. Conditions under which the hat is to be worn. Season of year the hat is to be worn. Colors in a hat which harmonize. Kind and weight of material in hats which is suitable for the season. Head size which neatly and comfortably fits. Hat which will harmonize with costume or coat. Lines, colors, shapes, styles and designs suited to the individual's features. Type of hat which is fashionable or in style. Trends of the styles and fashions. Workmanship in hat. Kind of trimmings. How easily the hat becomes soiled.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Brand or trade name of hat. Satisfaction derived from wearing a high quality hat that is becoming. Number of hats needed. Price in terms of value.
	12. What articles of clothing accessories to purchase? (Such articles as gloves, scarfs, handbags, parasols, pins, umbrellas, beads, ties, separate cuffs and collars, belts, handkerchiefs, garters, etc.)	All articles of clothing accessories should be purchased within the limits of the ranges in kind, in number, in quality, in style, in material, in type, in design, in color and in price.	Amount of money available for clothing. What the accessory article adds to the beauty in dress. What convenience value the accessory article has. Ornamental purpose. Accessory article which serve in giving a costume wider use. Prevailing style. Tastes and desires of the individual. Color of accessory article which will harmonize with other garments worn. Materials suitable for making the different accessory pieces. Workmanship. Price in terms of value.
	13. What ready to wear sleeping garments to purchase for self?	All sleeping garments for self to be selected within the limits of ranges in materials, in weight, in design, in style, in type, in quality, in fit, in number, and in price.	Money available for sleeping garments. Number of sleeping garments made at home. Conditions of the bedroom during the different seasons. Age of home maker. Overnight visits made. Health of the individual. Need for sleeping garments when sick. Materials and styles of sleeping garments which can be easily washed.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)			Frequency of change. Number needed. Requirements for comfort in sleeping garments in size and weight of material. Desire of home maker with respect to type of sleeping garment. Personal satisfaction of having comfortable, good appearing, sleeping garments.
	14. What work clothes to buy for the husband? (Work clothes to include outerclothing, underclothing, hats, caps, boots, shoes, socks, coats, overcoats and gloves.)	All pieces of working clothes to be selected within the limits of the ranges in number, in quality, in material in size and in price.	Weather conditions of the locality. Kind of work performed. Type of working clothes suitable for the kind of weather in the locality during the different seasons. Number of the different pieces of working clothing needed. Frequency of change. Ease with which working garments of the different materials can be laundered. Material suitable for the different articles of working clothes. Workmanship in the different garments Desirability of brand or trade name. Size of garment which will give comfort and durability. Price in terms of durability.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Buying clothing. (continued.)	15. What ready to wear clothing to buy for the husband for "dress up" wear? (Clothing to include suits, shirts, collars, ties, handkerchiefs, socks, shoes, underwear, hats, over coats, gloves and overshoes.	All articles of wearing apparel for the husband for "dress up" wear to be selected within the limits of the ranges in price, in material, in weight, in quality, in style, in color, in size and in number.	Amount of money available for the purchase of the husband's clothing. Condition of old clothes. Occasions requiring "dress up" clothes. Weather conditions of locality. Garments suited for wear during the different seasons. Color of material in the garments. Material and workmanship in clothes suitable for "dress up" wear in view of appearance, durability, stability of style and color. Articles of clothing which will give ample body protection during the different seasons. Mode of travel from the farm during the different seasons. Garments which are easily cared for. Garments which will not become easily soiled. Tastes and desires of both husband and wife with respect to husband's "dress up" clothes. Size of the different garments which will becomingly and comfortably fit. Kind of clothing needed to balance with wife's clothing and clothes of other members of family.

Note: Buying clothing for "dress up" wear for the older boys and girls if analyzed would be similar to the analysis for the home maker's clothing in the case of the girls and the case of the older boys would be very similar to that for "dress up" clothing for the husband, therefore the analysis was omitted.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing.	1. What dry cleaning or pressing to give outer garments for public wear such as suits, coats, dresses, skirts, hats, etc?	The cleaning or pressing to give woolen garments to range in the frequency of cleaning or pressing.	Age of the persons wearing the garment. Desirability of having the garment in the best of condition for a special occasion. Conditions under which the garment has been worn. Dirty and shabby conditions of the garment, showing the need of brushing, cleaning and pressing. Facilities for pressing and cleaning at home. Danger in using inflammable cleaning substances. Whether the garment needs only spots removed. Cost of having pressing and cleaning done at a commercial plant. Time available for cleaning and pressing at home. Improvement in appearance cleaning or pressing will give.
	2. What dry cleaning and pressing to give outer garments of delicate fabrics for public wear, such as dresses, wraps, scarfs, etc?	Same as for woolen garments as indicated above.	The determinant elements will be similar to those effective for the care of woolen garments.
	3. How to hang garments?	The manner of hanging clothes will range from a haphazard way to the most careful way to keep the garment in good condition.	Kind of garment. Conditions under which the garment is to be worn. Material in the garment.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing. (continued.)			How proper hanging aids in keeping the garment in good condition.
	4. What means of laundering to use for the household clothing?	Do own washing at home. Hire washing done at home. Have part of washing done at home and part away from home. Send clothing out to a wash woman. Send clothing out to a commercial laundry.	Amount of clothing to be laundered. Number in family. Kind of clothing to be laundered. Facilities at home for doing laundry work. Physical strength of the housekeeper. Availability of help for home laundry work. Opportunity to have washing done away from home by a wash woman. Accessibility of laundry for the household washing. Quality of laundering done in the different ways. Effect of the different ways of washing on the durability of the clothing. Comparative costs of the different ways of laundering clothing.
	5. What laundry supplies to use as soaps, powders, bleaching materials, starch, bluing or other coloring, etc?	Laundry supplies to be selected on the basis of cleaning qualities, cost and effect on the fabric and color of clothing.	Condition of the clothing. difficulty with which the dirt is removed. Method of washing. Fabrics used in making the garment. Color of the garments. Composition of the different soaps and powders. "Hardness" of water used in the washing.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing (continued.)			Kind of garment. Effect produced by coloring materials and starch.
	6. What mending of clothing of the members of the household to do?	The option confronting the home maker here occurs within the limits of work to do in darning, in patching, in restitching ripped seams, in relining and in sewing on buttons or fasteners.	Mends which can be made best by darning or patching. Kind of garment. Whose garment it is. Conditions under which the garment that is mended is to be worn. Sightliness of the mend which can be made. Skill in mending. Fabric of the garment needing mending. Size of the mend to be made. How much the wearing period can be prolonged. Worth of the garment which can not be worn without a mend. Kind of garments which can be most satisfactorily mended or repaired. Cost of mending. Time available for mending. Equipment and facilities for mending. Cost of relining coats and wraps. Skill in relining coats and wraps to make them appear well. Whether satisfactory mending and repairing service is obtainable away from home. Coats or wraps which are worth relining.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing. (continued.)			Satisfaction given with garments which have been repaired or mended.
	7. What garments to store away for a season of the year? Such as under garments, coats, hats, suits, hose, wraps, dresses and foot wear?	The selection of garments for storing to be based upon the range in weight, in type, in material and in storage conditions required.	Season of the year. Weight of garment needed for the particular seasons. Material composing the garment which makes it adaptable for wear only during particular seasons. Heavy coats and wraps which are not needed for wear in the warmer seasons. Whether moth damage can be prevented in storage. Protection and preservation secured by proper storing. Amount of space in closets or wardrobe. Need for the space released by storing. Facilities for storing. Worth of a garment and whether it will be suitable for wear another season.
	8. Where in the dwelling to store away such garments as are not needed during a season of the year?	Storage space for a garment to be selected within the range of availableness, suitableness and convenience.	Amount of clothing to be stored. Kind of garments to be stored. Manner in which the garments are to be stored, whether folded flat with other garments in boxes, trunks, closets or placed in separate boxes or hung suspended on hangers. Protection which must be given against moths.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing. (continued.)			Conditions which are necessary for the proper storage of garments. Space where the garments can be stored without deterioration. Space where the garments can be stored most conveniently and still afford proper protection for the garments and interfering least with household activities.
	9. What use to make of old clothes?	Remodel. Make-over combining with new material Make-over into garments for smaller persons. Make-over combining the materials from two or more garments to make one. Make mats or rugs from material cut from old clothes. Use for cleaning purposes.	Material of which the garment consists. Condition of the material in the worn garment. Size of pieces of material in the garment. Possibility of freshening up the material by dyeing or cleaning. Dyeing different colors to same colors. Garments needed for small person or children. Style of garments. Material in a garment which can be combined with new material for making a new garment. Old garments in which there is material suitable for combining for making a new garment. Cost of a garment made from old clothes compared with garments made from new material on the basis of durability and appearance. Household needs for mats or rugs made from old clothes.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Care of clothing. (continued.)			Time available for making rugs or mats. Kinds of materials from old clothes suitable for making rugs or mats. Need for cleaning cloths about the household. Material from old clothes which is suitable for specific uses in cleaning.

Division IV. Dwelling and House Fixtures.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Dwelling improvement.	1. What repairs to make on the dwelling?	The repairs to make will range from only the urgently needed repairs to the making of all repairs inside and outside where depreciation has occurred sufficiently to warrant them.	Urgency of the need of repairs. Rapidity of depreciation. Economy in making early repairs. Money available for repairs. Cost of making repairs. Age of the house. Repairs needed to keep up the appearance of the house. Whether the repairs can be made with the home labor supply. Urgency of the other needs for money.
	2. What improvements to make in the dwelling?	Remodel. Build addition. Make minor interior improvements.	The determinant element here will be practically the same as those for allotting money for improving the dwelling accommodations. Subdivision 4, Inquiry 1, page 67.
2. Heating the house.	1. What heating equipment to install?	Stoves. Fireplaces. Hot air furnace. Hot water system. Steam heating system.	Heating equipment in the dwelling at present. Condition of repair of the heating equipment. Money available for putting in new equipment. Size and plan of the house. Local cold weather conditions. Age and state of repair of the house. Whether the house is equipped with running water or whether a water system will be installed.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Heating the house. (continued.)			Comparative cost of installing the different systems for heating. Heating efficiency of the different systems in terms of cost, including initial operating cost and depreciation. Kind of fuel available. Convenience to the home maker. Experiences others have had with heating systems used under conditions similar to your own. Whether reliable data can be obtained on heating systems.
	2. What fuel to use for heating the house?	Wood. Coal. Oil. Gas. Electricity. Any other.	Heating system used. Heating efficiency and conveniences of the different fuels for the particular heating system used. Availability of a supply of the fuels in the locality. Comparative costs of the fuels which are suitable for heating the dwelling. Availability of electricity for use in the heating device. Convenience in keeping up the fire. Comparative cleanliness. Ease with which fire can be kept over night or during periods of mild weather.
3. Kitchen stoves.	1. What fuel to use for cooking?	Wood. Coal. Kerosene. Gasoline.	Heating system used in the dwelling. Location of the kitchen with respect to the other rooms of the house.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Kitchen stoves. (continued.)		Gas. Electricity. Any other.	Availability of the supply of the different fuels. Means of heating the kitchen during the winter season. Fuels suitable for cooking which produce a minimum amount of heat in the kitchen in the summer. Comparative cost of fuels. Safety with which the different fuels can be used. Whether the cooking is done by the home maker or servants. Whether children are to use the stove. Amount of cooking and canning done in the home. Kind of kitchen stove or stoves in use at present. Whether a new stove is needed immediately. Whether a suitable stove of the specific type can be purchased. Availability of data on the particular types of stoves. Experience of others. Convenience of the different fuels.
	2. What kind of kitchen stove to buy when a new one is needed?	The alternatives occur within the limits of the ranges in types, in size, in structure, in plan, in material, in height, in finish, in weight, in quality and in price.	Whether the kitchen stove is required to furnish heat for the kitchen in cold weather. Kind of heating system in the dwelling. Whether more than one stove is to be used in the kitchen varying the use in different seasons.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Kitchen stoves. (continued.)			Amount of cooking and canning to be done in the household. Dependableness of the manufacturers of stoves. Whether the stove has been tested as to efficiency, convenience and durability. Reliability of the data upon stoves made by different manufacturers. Size of stove required for the cooking done in the household. Burner construction in stoves other than for wood or coal burning. How easily the burner can be kept in good order. Difficulty in making repairs. Ease in cleaning the stove. Construction with respect to heat radiation. Plan of stove in respect to the arrangement of fire box or burner and ovens. Height of oven, shelves, etc. Kind of iron used in construction. Surface finish on the different parts of the stove (color, etc.). Weight of the different parts viewed from the standpoint of durability. Workmanship. Indications of durability. Generating or lighting device. Economy in fuel consumption. Convenience in operation. Comparative safety in different types of stoves.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Kitchen stoves. (continued.)			Past experience with stoves. Experience of others. Price in terms of value.
4. Water supply.	1. What water system to install? (Here it is assumed that the house is not supplied with running water)	Hand pump in kitchen with sink and simple waste water drain. System for running cold water with simple waste water drain. System for running hot and cold water with septic tank for sewage disposal.	Money available for installing a running water system in the dwelling. Location of the well from which the water supply for the house must come. Amount of supply of water. Kind of water supply system to be installed (whether hand pump, a gravity system or pressure tank).
	2. Kind of water supply system to install? (Whether hand pump, gravity or pressure tank system.)	Hand pump at kitchen sink. Gravity system. Pneumatic system. Hydro-pneumatic system.	Money available for installing a water system. Whether a complete water system is to be installed in the house or whether only a partial system will be installed at present, with a view of completing the system later on. Location of the well. Depth of well. Kind of power used for pumping the water supply. Whether the water supply is for the house only or whether the supply is for the house and farm livestock.
	3. What kind of power to install for pumping?(In case no power equipment has previously been installed).	Hand pump. Windmill. Gas engine. Electricity from an electric service line.	Labor saved by mechanical power. Dependence which can be placed upon a water supply. Comparative initial costs of the different power equipment.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Water supply. (continued.)			Comparative operative costs of the different kinds of powder suitable for pumping water. Durability of the equipment for pumping water. Availability of electricity from an electric service line.
	4. What plumbing fixtures to install?	Plumbing fixtures to be selected within the limits of ranges in material, in size, in shape, in finish, in design and in price.	Money available for installing plumbing fixtures. Size of house. Number in family. State of repair of house. Ease with which the fixtures can be cared for. Cost in terms of utility and satisfaction derived from the plumbing fixtures.
5. Ventilation.	What provision to make for ventilation? (In case no provision has been made.)	Windows. Heating system. Special facilities.	Climate in the locality. Need for air currents through the house for comfort in hot weather. Kind of heating system in the house. Relation of the heating system to ventilation. Need for special ventilating devices. Advantages of window ventilating devices. System which will circulate air sufficiently humid.
6. Lighting.	1. What lighting system to install? (In case non has been installed).	Kerosene lamps. Gasoline lamps. Acetylene gas system. Gasoline pressure system. Electricity from a public service line.	Money available for the installation of a lighting system. Size of the house. Age and condition of repair of the house.

Subdivision	Inquiry	Alternatives	Determinant Elements
6. Lighting. (continued.)		Electricity from an individual electric light plant.	Cost of installing a lighting system. Cost of and convenience in operating system. Durability of the systems. Other uses which may be made of the lighting system. Need for motor power for other work on the farm. Cost of motor power used from the plant. Safety of system. Possibility of disorder in the different systems. Availability of electricity from a public service line.
	2. What lighting fixtures to install?	The lighting fixtures should be selected within the limits of the ranges in material, in shape, in design, in size, in number of jets or sockets, in finish, in color, and in price.	Money available for the purchase of lighting fixtures. Rooms for which fixtures are to be purchased. Size of room. Beauty of fixture in view of design, color, finish and shape. Number of lights needed. Where the fixture is to be placed. Ease of care. Durability of fixture. Manufacturer or trade name of fixture. Workmanship. Price in terms of value.
7. Upkeep of house fixtures.	What repairs or replacements to make in the house fixtures?	To keep up working efficiency. To keep up appearance. To keep modern.	Age and state of repair of fixtures. Worn conditions. Possibility of a break down in a time of urgent need.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
7. Upkeep of house fixtures. (continued.)			Deteriorated appearance. Modern improvements in new fixtures. Cost of making repairs or replacements.

4435

Division V. House Furnishings and Equipment.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Floor coverings.	1. What finish to give floors? (Assuming that there may be floors to be refinished or floors which never have been finished).	Paint. Oil. Wax. Varnish. Shellac.	Kind of wood in floor. Condition of floor. Whether the floor can be made smooth. Previous finish of floor. Durability of the different finishes. Whether the finish can be touched up in badly worn places. Use made of room. Covering to be laid over the floor. Ease of care. Whether the finish can be applied by any one of the household. Comparative costs of applying the different finishes.
	2. What floor covering to use?	Linoleum. Congoleum. Carpet. Rug.	Kind of floor. Condition of floor. Use made of the room. Size of room. Ease with which the covering can be kept clean. Durability of the covering. Season of the year. Characteristics and adaptability of the different types of rugs, carpets, linoleums, and congoleums.
	3. What floor covering to buy.	Pieces of floor covering should be selected within the limits of ranges in color, in design, in type, in fabric, in quality and in price.	Use made of rooms for which the piece of floor covering is to be selected. Tastes of the individual who is to occupy the room.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Floor coverings. (continued.)			Money available for floor covering. Types of linoleum. Durability of the different grades of linoleum. Harmony in colors. Shades and combinations of color which will harmonize with the general color scheme of the room. Types of rugs. (Wilton, Axminster, matting, etc.) Fabrics in the rugs. Workmanship. Types and styles of rugs handled by the local stores. Opportunity to buy elsewhere. Durability of the different grades and types of rugs or carpets. Size of room. Relation of the room to other rooms. Whether rooms are communicating. Colors and quality in the carpet or rug required for the room for which the selection is being made. Harmony in colors and design. Whether the piece of floor covering is fashionable. Ease of care. Price of floor covering in terms of value. The need and desire which floor coverings will satisfy. Tastes of the individual in floor coverings. Coverings on the floors of other rooms.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Furniture.	1. What pieces of furniture to place in the dining room?	Pieces of furniture for the dining room should be selected upon the urgency of the need and within the limits of the range in total cost.	Size of dining room. Wall space. Heating facilities. Number in the household. Pieces which will add beauty to the dining room as well as serve as a dining convenience. Pieces of furniture which are needed for convenience in the dining room. Pieces which will not overcrowd the room. Location of kitchen. Kitchen facilities. Built in fixtures in the dining room. Furniture supplied by the local store. Money available for the purchase of dining room furniture. Plan for purchasing furniture -- (cash, credit, purchase of less useful pieces to be deferred). Cost of the pieces of furniture in terms of quality and money available.
	2. What piece of dining room furniture to buy?	Each piece of furniture may be purchased within the limits of ranges in wood, in finish, in style, in period type, in materials other than wood, in size, in quality and in price.	Amount of money available for the purchase of furniture. Pieces which will harmonize with furniture on hand. Location of dining room in relation to other rooms in the dwelling. Wall space in room. Size of the dining room. Types in pieces.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Furniture. (continued.)			Number in the family. Age of the members of the household. Durability of finish. How easily the pieces may be mared or damaged. How easily mared places may be repaired. Ease in cleaning and polishing. Pieces of furniture which have convenience value. Pieces of furniture which have ornamental value. Pieces of furniture which have a convenience value and ornamental value combined. Kind of wood in the pieces. Kind of finish the piece has. Possibility of pieces of furniture being damaged by children. The need and desire which pieces of furniture will satisfy. Length of time the furniture is expected to last. Whether it is desired to buy new pieces after children get older. Workmanship in the different pieces of furniture. Stability of construction. Indications of the kinds of woods, quality of finish and quality of workmanship. Ability of individual to judge workmanship, finishes and kinds of wood. Whether help can be had for increasing one's ability to select furniture.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Furniture. (continued.)			Strength in the form of construction. Appropriateness of the style of furniture in view of the furnishings in other rooms of the dwelling. Relation to style of the house. Size of pieces of furniture which is proportional to the size of the room. Artistry exhibited in the different pieces of furniture. Lines in the piece. Furniture which will make the dining room comfortable, cheerful and elegant. Manufacturer or brand of furniture. Desirability of pieces of furniture representing the different periods. Kind of furniture handled by the local dealer. Opportunity to purchase else where. Price of a piece of furniture in terms of value. Individual tastes of the members of the household.
	Note.--The selection of furniture for each room in the dwelling may be dealt with in a similar way to that given above for selecting the dining room furniture.		
3. Beds and bedding.	1. What kind of bedsteads to buy?	Bedsteads should be selected within the limits of ranges in weight, in width, in size, in height of sleeping level, in design, in material, in finish, in color, in quality and in price.	Money available for the purchase of beds. Room for which the bed is to be selected. Persons who are to occupy the room. Tastes of the individual. Standard bed widths. Size of bed which is proportional to the room.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Beds and bedding. (continued.)			Design, color and finish which are in keeping with other furniture in the room. Workmanship in the finish of the bedstead which will satisfy the desire for attractiveness. Finish which is in keeping with the material of the bedstead. Stability of construction. Durability of bedstead. Price of bedsteads in terms of value and suitability. Wall space. Height of wall. Ease of care. Ease of handling. Ease of treating for bedbugs in case of infestation.
	2. What bed springs to buy?	Bed springs should be selected within the limits of ranges in size, in weight, in type, in quality and in price.	Money available for the purchase of bed springs. Need for additional springs. Need for springs to replace old sets. Width of bedsteads on which springs are to be used. Weight of springs. Types of bed springs which are on the market at local stores from which selections may be made. Opportunity to buy elsewhere. Standards in beds. Manufacturer, brand, or trade name. Variation in the construction of the different types of springs. Workmanship in the springs.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Beds and bedding. (continued.)			Person or persons who will sleep on the springs. Quality of steel in springs. Merits of the different types of springs with respect to durability and comfort. Ease of care in the treatment for bedbugs in case of infestation. Price in terms of value.
	3. What mattress to buy?	Mattresses should be selected in the limits of ranges in size, in weight, in thickness, in material, in quality and in price.	Amount of money available for the purchase of mattresses. Persons who will sleep on the mattresses. What the home maker knows about mattresses. Where reliable information on mattresses can be had. Size of bed on which the mattress is to be used. Kinds of material used as filling for mattresses. Suitability of filling materials. Grade of material used as filling. Grade of ticking used in the mattress. Color of the ticking. Weight and thickness of the mattress. Workmanship in mattress. Construction - kind of tufting, tacking, side stitching, etc. Comfortableness of the mattress. Probable length of time the mattress will retain its original state of comfortableness. Kind of springs upon which the mattress is to be used.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Beds and bedding. (continued.)			Ease of care and sanitation. Reliability of certain brands or makes. Kind of mattresses carried by the local stores. Opportunity to buy elsewhere. Price in terms of value.
	4. What bed pillows to buy?	Pillows should be selected within the limits of ranges in size, in weight, in material, in quality, in number and in price.	Cost of pillows in terms of money available for their purchase. Kinds of materials used as filling in pillows. Suitability of fillings. Persons who are to use the pillows. Comfortableness of the pillow. Size of pillow which is suitable. Quality of ticking used in pillows. Desirability of color of ticking. Durability of ticking and filling. Kind of pillows carried by local stores. Opportunity to buy elsewhere. Number of pillows needed. Price in terms of value.
	5. What bed covering to make at home?	The bed covering to make at home will range from a small number of pieces to the making of all bed covering needed.	Amount of bed covering needed. Time available. Other sewing done at home. Time required to make articles of bed covering. Difficulty in making articles of bed covering. Desirability of home made bed covering compared with ready made bed coverings.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Beds and bedding. (continued.)			Cost of home made bed coverings compared with ready made covers. Kind of ready made bed covering carried by the local stores.
	6. What material to buy for making articles of bed covering?	Materials for making articles of bed covering should be selected within the limits of the ranges in fabric, in color, in weave, in weight and in price.	Articles of bed covering to be made at home. Who is to use the bed for which the article of covering is to be made. Textiles which are suitable for bed covering. Weight of bed covering desired. Fastness of colors in the material. Weave of the textiles. Kind of batting suitable for quilts or comforters.
	7. What bed covering to buy?	All bed covering to be selected within the limits of the ranges in material, in weight, in color, in quality, in size, in number and in price. (Bed covering which may be considered; sheets, blankets, mattress pads and covers, pillow cases, pillow shams, bedspreads, comforters and quilts.)	Persons who are to occupy the beds. Age of persons in the family. Weather during the different seasons of the year. Temperature, conditions under which the bedroom is kept during coldest weather. Covering needed for comfort. Covering which give the bed a satisfactory appearance during the day. Colors which will not fade and which will harmonize with other colors in the room. Material which is adaptable to type of covering from the standpoint of comfort and ease of cleaning. Size of the different coverings required for the beds.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Beds and bedding. (continued.)			The number of each type of bed covers needed in view of the number of beds, whether all are occupied each night, method of laundering and season of the year. Price in terms of value.
	8. Where to have the bedding laundered?	Laundry at home (self). Hire laundering done at home. Send away from home to washwoman. Send to laundry.	Strength of housekeeper. Amount of bedding to be laundered. Home laundering facilities. Other duties of the household. Opportunity to hire help for home laundering. Opportunity to have bedding laundered by wash woman away from home. Convenience of commercial laundry. Quality of work done in the different ways of laundering. Comparative cost of having bedding laundered in the different ways.
4. Decorations.	1. What wall coverings to use?	Calcimine. Paint on plastering, wallboard, etc. Paint on canvas covered walls. Wall paper. Oilcloth.	Kind of wall (plaster, composition wallboard or wood). Condition of wall. Use made of room or rooms. Whether covering is easily soiled. Location of house with respect to smoke and dust in the air. Durability of the coverings compared. Whether the wall covering can be cleaned. Comparative difficulty encountered in applying the different wall coverings.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Decorations. (continued).			Comparative cost of covering the walls with the different materials. Attractiveness of walls covered with the different materials.
	2. What wall covering to select?	The wall covering should be selected within limits of ranges in design, in color, in quality and in price.	Location of house. Kind of walls to be covered. Condition of walls. Smoothness of surface. Use made of the room or rooms which are to be treated. Shades of paper. Color harmony. Fastness of colors. Ease in applying. Suitability of design. Lightness of the room. Size of room. Kind of furniture. Floor covering in room. Color and finish on wood work in room. Tastes of home maker. Price in terms of value.
	3. What pictures to buy?	All pictures may be selected within the limits of ranges in frames, in size, in shape, in color, in composition, in kind (painting, print, subject) in quality and in price.	Room for which the picture is selected. Size of room, size and shape of wall space. Window openings of room. Arrangement of doors or entrances to the room. Character and arrangement of furniture in the room. Window curtains or draperies used. Personal tastes of the home maker.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Decorations. (continued.)			Number of pictures used in the room. Variety needed. Color in picture and frame. Frame and manner of framing of the picture Subject and composition suitable for the use made of the picture. Ability of home maker to judge a picture. Opportunity to increase one's knowledge of good pictures. Amount of money available for the purchase of pictures. Whether pictures are all purchased at one time or additions made periodically as money is available. Price in terms of satisfaction a picture will give.
	4. What articles of bric-a-brac to buy? (Such as ornamental lamps, and clocks, vases, statuary, candle-sticks, baskets, ornamental cushions and dolls, artificial flowers, etc.)	All pieces of bric-a-brac to be selected within the limits of the ranges in form, in size, in material, in color, in design, and in price.	Utility of pieces of bric-a-brac from a decorative standpoint. Articles which are useless for decoration. Care bric-a-brac needs. Use made of the room. Persons who occupy the room. Size of room. Pieces of furniture placed in the room. Number of pieces of furniture. Color scheme of the room. Pieces of bric-a-brac which harmonize with the color scheme and arrangment of furniture of the room. Article of bric-a-brac which add to beauty of the room.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Decoration. (continued).			Number of pieces of bric-a-brac desired. Suitability of design. Pieces which will satisfy the desire of the home maker, with respect to utility and decorative need. Cost in terms of satisfaction to be derived from the pieces of bric-a-brac.
	5. What type of window curtain to use?	Glass curtains. Valances. Draw curtains. Side draperies. Various combinations of the four above named types of curtains.	Use made of the room in which the curtains are to be hung. Size and shape of the window. Size of room. Height of ceiling. Location of the house. Number of windows in the room and house. Type of window sash in the house. Type of house. Location of window with reference to sunlight. View presented from the outside. Type of material used in making the curtain. Money available for the purchase of window curtains. Cost of the different types of curtains. Amount of material needed. Whether curtains for all the windows will be purchased at one time or whether those for certain rooms will be purchased first and defer the purchase of those for other rooms until the future.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Decorations. (continued).	6. What material to buy for making window curtains at home?	The selection of material for window curtains should be within the limits of ranges in fabric, in color, in quality, in weave, in weight, in pattern and in price.	Use made of the room in which the curtains are to be hung. Size and shape of windows. Shape and size of room. Number of windows in the room. Height of ceiling. Lightness of the room. Outside view through windows. Location of the house with respect to dust. Kind of covering on the walls. Room color scheme. Characteristics of the furnishings in the room. Floor covering. Season of the year the curtains are to be used. Predominance of curtains in the room plan. Color and texture in material which will harmonize in a combination of curtain types. Fastness of color. Whether the material will hang well Transparency of material. Desirability of the weave, texture and design. Ease in care and laundering. Window curtain fashion. Tastes of the home maker. Type of house. Satisfaction to be had from attractive window curtains. Whether all curtains will be purchased at one time or whether curtains for certain rooms may be deferred until some future time.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Decorations. (continued).			Curtain material carried by the local store. Opportunity to purchase elsewhere. Cost of curtains in terms of the satisfaction derived from the best curtains which can be afforded.
	Note.-- The buying of ready made curtains would present an optional situation very similar to that in the buying of material for making window curtains at home, therefore this situation has not been analyzed.		
	7. What window shades to buy?	Window shades should be selected within the limits of ranges in color, in quality, in size, in material, in weight and in price.	Location of house. Material of which the house is constructed. Color of outside of the house. Color of finish of woodwork on the inside of house. Color of shades on outside and color on inside. Color of wall covering and room furnishings. Colors of shades and curtain which harmonize. Color of shades which will harmonize with other colors around the windows. Type of rollers. Manufacturer or trade name of rollers. Workmanship. Materials which are suitable for shades. Opaqueness of material. Desirability of trimmings. Thickness or weight of the material. How easily the material will soil. Price in terms of value.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Equipment.	1. What cleaning equipment to buy? (Cleaning equipment may include; brooms, mops, sweepers, vacuum cleaner, brushes, dusting cloths, etc.	All articles of cleaning equipment should be selected within the limits of the ranges in type, in size, in construction, in material, in shape and in price.	Cleaning efficiency of each article Kind of cleaning to be done. Use to be made of a piece of cleaning equipment. Features in construction. Workmanship in the article. Suitability of the material from which the article is constructed. Length of time the article has been on the market. Experience others have had with the article. Shape of the article with respect to adaptability. Manufacturer or trade name. Cost of operating. Simplicity of construction. Convenience in operating. Cost in terms of durability and efficiency.
	2. What sewing equipment to buy?	Pieces of sewing equipment should be selected within the limits of the ranges in kind, in type, in construction, and in price.	Amount of sewing done at home. Kind of articles of equipment made at home. Whether electric current is available for a sewing machine. Workmanship in articles of equipment. Manufacturer or make of sewing machine. Articles of sewing equipment needed. Opportunity to get reliable equipment. Price in terms of value.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Equipment. (continued).	3. What kitchen equipment to buy-such as tables, cabinets, kitchen utensils, small kitchen tools, etc?	All articles of equipment for the kitchen should be selected within the limits in ranges, in kind, in type, in size, in weight, in material, in construction, in shape, in quality, and in price.	Number of cooking utensils needed. Number in the family. Amount of food prepared at a time. Materials adaptable for certain utensils. Thickness of material required in different utensils. Adaptability of vessels for specific ways of cooking food. Construction and shape of vessels which can be easily cleaned. Price of each piece of kitchen equipment in terms of quality and durability.
	4. What refrigerator to buy if one is needed?	Refrigerator should be selected within the limits of the ranges in type, in plan, in material, in size, in finish, in quality, and in price.	Amount of money available for buying a refrigerator. Convenience of the ice supply. Availability of electricity for a refrigerator. Comparative cost of cooling with ice and an electric cooling device. Plan of the refrigerator with reference to the storage compartments and ice chamber. Kind of material used in construction throughout. Insolation construction. Construction of hinges and latches on the doors. Size required to meet the household needs. Capacity for ice. Frequency of the ice supply. Kind and color of finish on the outside.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Equipment. (continued).			Workmanship. Efficiency of the electric cooling device. Manufacturer or trade name of the device which has been successful. Experience of others. Price in terms of value.
	5. What laundry equipment to buy? (Such as tubs, washers, stoves and washboards, wringers, boilers, ironing boards, irons, lines, dryers, curtain stretchers, ironers, etc.)	All pieces of laundry equipment to be selected within the limits of ranges in type, in size, in efficiency, in construction, in quality and in price.	Amount of laundering to be done in the home. Kind of clothing laundered in the home. Whether an electric current is available. Other power available. Way in which the water supply is obtained. Room where laundry work is done. Kind of fuel used. Conditions under which clothes are dried. Whether a laundress is employed. Safety of the piece of equipment. Convenience of the equipment. Manufacturer or trade name of the piece of equipment which has been successful. Experience others have had. Workmanship in the piece of equipment. Labor saved by the equipment. Quality of work possible with the piece of equipment. Price in terms of efficiency and durability.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Equipment. (continued).	6. What articles of furniture and equipment to construct at home?	The articles made at home will range from making only a few simple pieces to making of the more complex pieces.	Money available for buying furniture and equipment. Skill members of the household may have for making pieces of furniture. Time available. Whether time can be spent more profitable at other work. Whether simply constructed pieces of furniture may serve a temporaryuse. Whether adequate tools are possessed. Utility of pieces of furniture made from boxes. Whether such pieces will blend with other furnishings of the room. Pride children may take in making pieces for their own room. Serviceableness of the article in terms of cost.
	7. What repairing and refinishing of furniture to do at home?	The repairing and refinishing of furniture at home will range from only the simplest to all that is needed in the household.	Time available. Skill of members of the household. Saving in money that may result from the work. Time required to do the work. Other work which may be more profitable. Opportunity to save any piece of furniture which is highly prized. Whether the work will give self satisfaction. Tools and equipment possessed. Improvement in appearance and extension of the period of usefulness of pieces of furniture.

Division VI. Household Administration.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Family income.	1. What adjustments to make when the family income falls below the amount budgeted?	Reduce expenditure on less urgent needs. Draw from savings. Borrow money. Make credit purchases.	When during the year it is apparent the income will fall short of what was expected at the time of budgeting. Amount the income has fallen short of the amount budgeted. Living standards in the locality. Amount required for absolute needs. Whether the absolute needs can be supplied by the income. Whether an accumulation of savings is at hand which may be used for living expenses. What each member of the family is willing to do in the emergency. Opportunity to borrow money or to make credit purchases.
	2. What adjustments to make in the management of the home when the family income surpasses the amount budgeted?	Pay on any indebtedness incurred by household expenses. Make extra improvements in the dwelling. Purchase extra pieces of furniture or equipment. Install extra fixtures. Purchase extra clothing. Hold as reserve to be added to the next year's income and budget the sum.	Amount of surplus. Urgency of the desire for making improvements in the dwelling. Need for modern household fixtures. Need for furniture or equipment. Need for clothing. Degree to which the wants have been satisfied by the amount of the family income budgeted. Desires of the different members of the family. Prospective income for the next year. Whether an indebtedness has incurred by the household expenses.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Business of buying.	1. Where to make purchases for the household?	Local stores. Through local cooperative associations. Pedlers or agents making house to house calls. Mail order houses. Purchase at convenient large trade center on especially scheduled trips.	Things to be purchased. Home maker's knowledge of the things to be purchased. Opportunity to obtain authoritative information on merchandise. Quantity of a given article to be purchased. Stock carried by the different stores. General run of prices at the different towns and stores. Specific brands upon which prices have been established. Quality of goods kept by the different stores which are not branded. Quality and price of goods carried by house to house pedlers or agents. Reliability of the firm which the pedling agent represents. Uncertainty in buying goods of unknown qualities from unknown salesmen or firms. Where to get reliable information on pedlers or agents. The general bad reputation of pedlers and agents. Brand or manufacturers of the goods carried by the retail stores. Whether merchandise is backed by a guaranty. Distance from a large trade center. Sense of obligation in giving patronage to local merchants. Familiarity with stores in the larger trade center.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Business of buying. (continued).			Experience of friends and neighbors in buying. Delivery services offered by stores. Whether cooperative buying has been developed in the locality. Whether cash or credit purchases are to be made. Deferred payment plan offered. Reliability of firm which handles the goods desired. Experience in buying.
	2. How to make payments for goods purchased?	Cash. Charge accounts on which payments are to be made at regular intervals as once each month. Deferred payment plan.	Amount of single purchase. Amount of purchases made from one dealer or firm. Sale terms obtainable. Nature of the cash income. Certainty of cash income. Discounts obtainable for cash payment. Availability of cash. What the purchase is. Utility of the article to be purchased. Urgency of the need for the thing purchased. Ultimate costs in the cash or credit plan compared. Precariousness of installment plan buying.
	3. In what quantities to purchase goods?	Buy articles in single units as needed. Buy in quantities.	Kind of commodities purchased. Use made of the commodity. Where the commodity will deteriorate. Available cash. Credit plan obtainable. Convenience of the source of supply.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Business of buying. (continued).			Constancy of the supply on the market of the particular commodity. Storage space in the home. Difference in price quotations on articles when purchased in single units and articles when purchased in quantities. Price trends for the commodities to be purchased.
	4. What checking accounts to carry at the local bank?	Account in husband's name. Joint account with husband. Account in own name.	Amount of money handled during the year. Amount of income received in a single payment. Probable amount of the bank balance. Amount of balance the bank handles without making a service charge. Number and amount of bills which must be paid by checks. Manner of alloting the family income. Amount of the housewife's allotment of the family income. Amount of the bills the housewife must pay. Whether the household business is financed on a mutual partnership plan between husband and wife or is financed by the wife individually. Whether household bills can be conceniently paid by the husband drawing bank checks on his individual account. Method of keeping account of the household expenses. Income housewife derives from the production enterprises in which she engages, such as poultry raising, gardening, etc.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Distributing household work.	What household duties to assign to members of the household?	The household duties assigned to each member of the household will vary within the limits of ranges in age, in time available, in personal likes or dislikes and in personal ability.	Number in the household. Size of the house. Amount of work to be done. Work which children can be taught to do. Duties which each child can be held responsible for daily. Whether the distribution of work will be mutually agreeable. Work each member of the household should do in keeping his or her clothing and other personal belongings in order and properly placed. Time each member of the household has to devote to household duties. Advantages in keeping children occupied. Ability each member of the household has to perform certain household tasks. Work children will take pride in doing. What each member of the household can do that will lessen the mother's work and keep the house more orderly.
4. Employing household help.	What household help to employ?	Hire help for certain jobs (such as washing, cleaning, etc) Hire help at times of extra work, as at harvest time when extra farm help is employed, canning work, preparing for guests and special occasions. Hire help during any time the housewife is sick or otherwise unable to perform her work or	Size of family. Age of the members of the household. Size of house. Size of farm and number of farm hands for which meals must be furnished in the household. Need for help on the occasion of entertaining guests. Emergency work for which help is needed.

Subdivision	Inquiry	Alternatives	Determinant Elements
4. Employing household help. (continued).		in case of illness of other members of the family. Hire full time help.	Amount of extra work which must be done at busy seasons. Length of period in which the work may be done. Availability of the kind of help needed. Wages at which help can be secured. Opportunity for securing household services performed outside of the home. Cost of such services.
5. Scheduling household activities.	1. What schedule to make for housekeeping activities? Such activities as cleaning, laundering, baking, meal serving, washing dishes, cleaning up kitchen after meals, sewing, mending, making beds, etc.	Perform the household tasks as they become urgent. Arrange a schedule for the performance of the major household activities with provisions for doing the minor activities as their urgency becomes apparent, allowing rest, reading, recreation, amusement and self attention periods.	Number of persons in the house. Time required for the care of children. Type of farming followed. Size of the house. Time different tasks take. Frequency of the occurrence of the task. Whether a daily, weekly or seasonal schedule is required. Whether help is employed. House work other members of the family have time and ability to do. Extent to which services for the household are hired performed away from home. Possibility of irregular or emergency situations arising requiring attention. Physical strength of home maker. Number and length of rest periods needed during the day. Convenience of a systematic schedule for the performance of household jobs.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Scheduling household activities. (continued).			Mental satisfaction resulting from systematic and orderly work. Possibility of saving time by making out a systematic schedule for household work. Age and number of small children to be cared for. Time needed for recreation, reading, amusement and self attention. Knowledge of the home maker with respect to efficiency in the performance of house hold work. Opportunities for information and instruction.
	2. What daily personal attention to give the younger children in the home?	The personal attention the home maker gives children will vary between the limits of absolute needs of children with respect to food, feeding, dressing, bathing, sleep, play, health and training, and the ideal needs.	Number and age of children in the household. Period during the day children require attention. Strength of the mother. Urgency of other household work. Help employed in the home. Help from older children. Environment of the home. Health of the children. Season of the year. Climate of the locality. Outside play equipment provided at home. Whether there are other children in the neighborhood with whom children may play. Accessibility of training schools for small children as kindergarten, etc. Ideas of the mother with respect to ideals of child care and training.

Subdivision	Inquiry	Alternatives	Determinant Elements
5. Scheduling household activities. (continued).			Things children can be taught to do for themselves. Opportunity of the mother to enlarge her knowledge of child care and training.
	3. What schedule to make for the care of one's personal appearance and relaxation from manual household tasks.	Take relaxation periods and time to care for personal appearance at irregular times when other duties are not urgent. Provide for regular relaxation periods and time for attention to personal appearance.	Urgency of household work. Number and age of children. Health of the home maker. Help received with household work. Importance of giving attention to personal appearance. Home maker's need for relaxation from manual household tasks. Opportunity the home maker has for spending a relaxation period in a beneficial manner.
	4. What changes to make in the schedule of household activities in an extraordinary occurrence -- such as illness in the family, member of the family leaving home, coming of a new baby, etc.	The changes to make in the schedule will vary from a minor rearrangement to a radical different schedule and a redistribution of household duties.	What extraordinary occurrence has taken place. Number, age and sex of members in the family. Whether one of the household has left permanently. Household work performed by the one leaving. Nature of illness in the family. Number and age of other children when a new baby comes. Kind of help which can be obtained. Physical strength of the home maker. Work and responsibilities which are not absolutely essential and may be discontinued in emergency situations.

Subdivision	Inquiry	Alternatives	Determinant Elements
6. Household accounting.	What form of accounts to keep?	Simple unclassified records of cash receipts and expenditures. Classified record of cash receipts and expenditures.	Whether a household budget has been worked out. Amount of receipts and expenditures. Source of income. Manner in which purchases are made. Time available for keeping accounts. Number in the household. Estimated value of the accounts. Deduction to be made from a summary of accounts. Whether accounts are kept on the farm business including expenditures for the household.

4435

Division VII. Development and care of the lawn.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Improving the home grounds.	How to develop plans for the home grounds?	Employ landscape architect to plan home grounds. Make home ground plans by putting together the ideas of the members of the household. Add improvements to the home grounds from time to time without a formal plan. (The plan is considered to include both contour improvements and plantings.)	Size of the home grounds. Size of the house. Money available for the improvement of the hone grounds. Cost of having a landscape plan made. Contour of the grounds. Whether the contour should be changed. Experience and knowledge of the home maker or members of the household pertaining to the important features to consider making a landscape plan of the home grounds. Opportunity to get the right kind of assistance in landscape planning. Pride and satisfaction to come from a well planned home lawn.
	2. How to have improvements in the home grounds made?	Let the specific job to a contractor. Hire laborers to do the work under the supervision of the home maker. Hire laborers to do the work under the supervision of the husband. Use the farm labor force to make the improvements; doing the work when the regular farm work is least urgent.	Size of the home grounds. Amount of work required to put the grounds in the desired condition. Amount of money available for improving the home grounds. Estimated cost of having the improvements made in the different ways. Promise the different ways give of producing satisfactory improvements. Experience of the home maker or husband in making home ground improvements. Availability of suitable labor for making improvements.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Improving the home grounds. (continued).			Whether there is any time during the year when the regular farm work can be deferred for work on home ground improvement.
	3. How to have the home grounds plantings made? (Perennial planting.)	Let the specified job of planning the home grounds by contract to a landscape gardener. Purchase the plants and hire the planting done under the personal supervision of the home maker or husband. Purchase the plants and do own planting. Purchase the plants and have the regular farm help make the plantings.	Size of the home grounds. Amount of planting work to be done. Kind of plants to be put in. Estimated cost of each possible way of putting the plants in. Experience of the home maker in setting plants. Availability of suitable labor for putting in plants. Time the home maker has for planting. The way which gives promise of having the best job of planting done.
	4. How to start a sod on the home grounds?	Cover the grounds with a good sod. Sow grass seed on a well prepared seed bed. Sod part of the grounds and sow grass seed on the rest of it.	Size of the grounds. Cost of the different ways of getting a sod started. Type of soil. Fertility of the soil. Availability of good sod for sodding the lawn. Urgency of the desire for a good sod on the grounds in the shortest time. Comparative length of time required for a good sod to develop when started by sodding and by sowing the seed. Availability of facilities for watering in case there is insufficient rain.

Subdivision	Inquiry	Alternatives	Determinant Elements
2. Care of the home grounds.	How to have the home grounds cared for?	Care for the lawn personally. Employ some one to take care of the lawn. Have the lawn cared for by the regular labor force at odd times when other work is less urgent.	Size of the home grounds. Amount and kinds of plantings. Equipment on hand for taking care of the lawn. Skill needed in caring for the grounds. Availability of help for caring for the lawn. Opportunity of having the lawn cared for by the regular farm help. Time home maker has to devote to the work of caring for the lawn. Physical strength of the home maker for work of caring for the lawn. Comparative cost of the different ways of caring for the home grounds. The way in which the home grounds can be kept in the best conditions.

Division VIII. Social and civic relationships.

Subdivision	Inquiry	Alternatives	Determinant Elements
Community activities.	1. What part to take in community activities for better health?	The participation in better health activities may come between a range from passive support to aggressive promotional leadership.	Accessibility of health aid facilities of large centers. Adherence in the community to regulations and laws pertaining to health. What the community needs for better health. Community sentiment pertaining to health aid facilities and regulations for health protection. Importance of health. Efforts being put forth for better health and better health aid services. Need for arousing greater interest in health aid facilities and health improvement. Possibilities of progress in the community. Health aid service the community can afford.
	2. What part to take in community activities for landscape beautification?	The participation in community beautification may come within a range from a passive interest to an aggressive promotional leadership.	Natural beauty of the locality. State of repair of farm buildings and farmstead fences in the locality. Community needs with respect to beautification of the farmstead and landscape. Efforts being put forth for community beautification. Community sentiment in regard to beautification. Cost of beautification in terms of gain.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
Community activities. (continued).	3. What part o take in community recreation activities?	The participation in community recreational activities will range within the limits of passive interest and an aggressive promotional leadership.	Personal need of recreation. Recreational opportunities in the locality. Personal interest in particular forms of recreation. Community provision of recreation. Community sentiment in regard to recreation. Need for better recreational opportunities for the young people in the community. Opportunities to participate in recreational activities away from the local community. Attention local organizations give to recreation. Type of recreation which is most suitable for the community. What community recreation will cost in terms value.
	4. In what recreational activities to personally engage? (Such as games at home and at community gatherings, camping, picnicing, fishing, motoring, visiting, dancing and vacation trips.)	Participation in recreational activities will fall within the limits of ranges in personal desire and in opportunity.	Urgency of household duties and responsibilities. Money available. Personal interests in the different types of recreational activities. Number and age of the children in the family. Opportunity for home recreation. Recreational activities which are suitable for the individual in view of her health and physical strength. Recreational activities which are supported by the community. Tastes, opportunities and desires of other members of the family.

Subdivision	Inquiry	Alternatives	Determinant Elements
Community activities. (continued).	5. What support to give to community amusement?	The support given community amusement will range within the limits of an indifferent interest and an appreciative participation leading to discrimination.	Kind and quality of amusement offered in the community. Need for improvement of community sentiment with respect to amusement. Whether the interests and desires of all are being satisfied. Accessibility of larger centers. Opportunity to improve the community amusements. Amusements the community can afford.
	6. In what amusement to personally indulge? (Such as moving picture shows, other sho s, musical entertainments, amateur plays, home amusements - reading, phonographs, radio, other music- fairs, athletic contests, etc.)	Indulgence in amusement will fall within the limits of the ranges in personal tastes and in opportunity.	Personal likes for different forms of entertainments. Type of amusement offered in the locality. Affect different types of amusement may have on the individual. Opportunity for amusement at home. Accessibility of amusement in a larger center. Money available for entertainment. Urgency of household responsibilities which may interfere with the home maker indulging in amusement. Likes, opportunities and desires of other members of the household with respect to amusement.
	7. What part to take in religious work of the community?	Participation in religious work may fall within the limits of ranges in attendance at church meetings, in money contributions in efforts to make the church funtion more effectively in the community in aiding in the promotion of auxiliary church organizations.	Distance from the church. Condition of the roads during the different seasons. Number and age of children in the family. Personal interests of the home maker. Money available for church contributions.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Community activities. (continued).			Time available for engaging in work which may aid the church in functioning more effectively in the community. Aims of any auxiliary church organization. Personal satisfaction which may be obtained in religious work.
2. Clubs or other social organizations.	What clubs or social organizations to affiliate with?	Any clubs or social organizations which may exist in the community.	Number of clubs or social organizations which may exist in the locality. Aims and objectives of the organizations. Character of the membership of the different organizations. Progressiveness of the organizations. How the organization has functioned. Fees or dues of the different organizations. Time available for participation in the activities of social organizations.
3. Civic affairs.	1. What support to give to proposals for civic improvements?	Favorable. Unfavorable.	Nature of the improvement proposed. Estimate of the personal and community benefits to be derived from the improvement if made. Cost of making the improvement. Influence the cost of the improvement may have upon taxes.
	2. What support to give to candidates for public office?	Favorable. Unfavorable.	Personal qualifications of the candidate for the office sought. Party affiliations of the candidate. Kind of public services rendered by the office for which the candidates aspire.

Division IX. Education.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Educating sons or daughters.	1. Along what lines to direct efforts in the home toward the education of children?	Efforts directed toward the education of children may come within the limits of opportunities in creating a suitable environment for the children, in providing suitable places for home preparation of school work, in insisting upon thoroughness, in school work and any work done about the home, in furnishing suitable reading material, in developing desirable habits, in encouraging the proper forms of play, in developing traits of obedience and in developing both mental and manual skill in household work.	Number and age of children in the home. Home environment. Size of the dwelling. Time the home maker has available for the training of children. Experience and training of the home maker. Money available for purchasing reading material for the children. Availability of library facilities. Household tasks which the children can be taught to do. Forms of play which can be encouraged at home. Opportunity the home maker has to increase her ability in the care and training of children. Importance of training young children of pre-school age.
	2. What efforts to put forth for the improvement of the local school facilities?	Efforts put forth for school improvement will come within the opportunities in building improvement, in providing better equipment, in ground improvement, in employing more competent teachers, in creating a better spirit of cooperation between teachers and patrons.	Rank of the local school facilities compared with other schools in the county and state. Local tax rate. Age and number of children in the household who go to school. Influence of good school facilities. Urgency of the need for the expenditure of public funds for other local improvements in view of school needs.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Educating sons and daughters. (continued).			Community sentiment in the locality for school improvement. Availability of time. What other patrons are willing to do for school improvement.
	3. What provision to make for education above the high school grade for son or daughter?	The home maker's responsibility in providing for education above high school grade may come within the limits of ranges in the amount of encouragement to give a son or daughter who is prepared to enter a school above the high school grade and in the amount of money furnished.	Personal desires of the son or daughter with respect to a means of gaining a livelihood. Educational accomplishments and traits of personality which contribute towards success in particular lines of work. Opportunity of home maker to counsel with son or daughter. Adequacy of the preparation of the son or daughter for pursuing a course of training above the high school grade. Cost of the training course. Availability of money for education. Opportunity to finance education by obtaining credit. Number of boys or girls to be educated later on. Whether their educational needs can be met.
	4. What appreciations to cultivate in the family?	Nature. Literature. Music. Beauty in the home and its environment. Wholesome family relationships. Rights of others. Truth Law.	Personal interests and tastes of the home maker. Home maker's especially developed appreciations. Cultural appreciations of the husband.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Educating sons and daughters. (continued).			Opportunity of the home maker or husband to develop certain appreciations by reading or otherwise. Opportunity to emphasize the development of desirable appreciations in the daily routine.
2. Reading matter.	What reading matter to provide in the home?	The selection of reading matter for the home will come within the limits of ranges in the interests and desires of the members of the household with respect to daily newspapers, specialized journals, magazines and books and in total cost.	Amount of money available for buying reading matter. Availability of library facilities. Interests, tastes and desires of the different members of the household with respect to reading matter. Reading matter needed for the children. Time each member of the household has for reading. Whether leisure is spent in reading. Need for specialized journals bearing upon the kind of farming carried on and home making. Kind of books which will be of most worth to the household. Total cost of reading matter.
3. Meetings of an educational nature.	What meetings featuring agricultural and home making education to attend?	Local agricultural and home economics extension courses. Short courses at the State Agricultural College. County fairs. State fairs. Local agricultural shows.	Nature of the program. Time available for attending meeting. Urgency of household duties. Convenience of travel. Quality of products produced which are suitable for making exhibits at fairs or shows. Satisfaction one can obtain from attending a meeting.

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Meetings of an educational nature. (continued).			Opportunity of aiding in making the meeting a success. Benefit of the fair or show to the community.

4435

Division X. Participation in Productive Enterprises on the Farm.

Subdivision	Inquiry	Alternatives	Determinant Elements
1. Choosing the enterprises.	In what enterprises to work?	Gardening. Poultry. Dairying. Any others.	Health and physical strength of the home maker. Physical strength needed for the performance of the work in the different enterprises. Availability of time for work other than household duties. Estimated returns in money or value of product obtainable for the time spent on the different enterprises. Other labor available for work on the enterprises. Personal interests with respect to work in productive enterprises. Experience with the different enterprises.
2. Gardening.	What gardening to do?	Procure seed. Prepare seed bed, including the application of fertilizer or manure. Combat insects and diseases. Water plants. Gather products. Dispose of the product.	Crops grown. Amounts of land devoted to each crop. Time available for gardening work. Availability of other labor on the farm for gardening work. Physical strength needed for the different kinds of garden work. Facilities for watering the garden crops. The use made of the crop grown. Personal likes of home maker with respect to gardening.
3. Poultry raising.	What poultry raising work to do?	Choose the breed to raise. Procure the breeding stock.	Size of the flock kept. Facilities for keeping poultry.

4435

Subdivision	Inquiry	Alternatives	Determinant Elements
3. Poultry raising. (continued).		Keep the housing quarters in suitable condition. Hatch the eggs. Brood the chicks. Feed the flock. Combat insects and diseases. Cull the flock. Dispose of the products.	Personal likes of the home maker for work with poultry. Availability of other labor for work with poultry. The disposition made of poultry products. Work done in other productive enterprises.
4. Dairying.	What dairy work to do?	Keep stable in order. Feed cows. Milk. Care for milk. Dispose of the product.	Facilities for dairy work. Number of cows kept. Other help available for doing the dairy work. Personal likes of the home maker with respect to dairy work. The disposition made of the product. Other productive enterprise work done